

January 24, 2025

TO THE MAYOR AND MEMBERS OF COUNCIL:

A special meeting of Council will be held on **Monday, January 27, 2025, at 9:00 a.m., in Room 139, 350 City Hall Square.** Council will at the special meeting adopt a resolution to authorize Council to meet in closed session, and the resolution shall contain the general nature of the matters to be considered in the closed session. The resolution must be adopted by a majority of Council present during the open special meeting before the meeting may be closed. An agenda for this meeting is enclosed under separate cover.

The **regular meeting** of Council will be held on **Monday, January 27, 2025 at 12:00 o'clock p.m.(noon), in the Council Chambers, 350 City Hall Square.**

A light lunch will be available at 11:30 a.m.

BY ORDER OF THE MAYOR.

Yours very truly,



Steve Vlachodimos
City Clerk

/bm

c.c. Chief Administrative Officer

Consolidated Special Meeting of Council Agenda
2025 Operating & Capital Recommended Budget

Date: Monday, January 27, 2025

Time: 12:00 o'clock noon (* New Start Time)

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

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

MEMBERS:

Mayor Drew Dilkens

Ward 1 – Councillor Fred Francis

Ward 2 - Councillor Fabio Costante

Ward 3 - Councillor Renaldo Agostino

Ward 4 – Councillor Mark McKenzie

Ward 5 - Councillor Ed Sleiman

Ward 6 - Councillor Jo-Anne Gignac

Ward 7 – Councillor Angelo Marignani

Ward 8 – Councillor Gary Kaschak

Ward 9 – Councillor Kieran McKenzie

Ward 10 - Councillor Jim Morrison

ORDER OF BUSINESS

- | Item # | Item Description |
|---------------|---|
| 1. | ORDER OF BUSINESS |
| 2. | CALL TO ORDER |
| 3. | DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF |
| 4. | ADOPTION OF THE MINUTES |
| 4.1 | Adoption of the Windsor City Council minutes of its meeting held January 13, 2025.
(SCM 31/2025) (attached) |
| 6. | COMMITTEE OF THE WHOLE |
| 7. | COMMUNICATIONS INFORMATION PACKAGE |
| 7.1 | Correspondence 7.1.1 through 7.1.7 (CMC 2/2025) (attached) |
| 8. | CONSENT AGENDA |
| 9. | REQUESTS FOR DEFERRALS, REFERRALS OR WITHDRAWALS |

10. PRESENTATIONS AND DELEGATIONS

PRESENTATIONS:

- 10.1. 2025 Operating Budget Report - City Wide **(C 4/2025) (previously distributed)**
Clerk's Note: P&C memo provided to Mayor and members of Council only.
Clerk's Note: Administration is providing the **attached** additional information memo **(AI 4/2025)**

AND

- 10.2. 2025 10-Year Recommended Capital Budget - City Wide **(C 163/2024) (previously distributed)**
Clerk's Note: P&C memo provided to Mayor and members of Council only.
- a) Janice Guthrie, Commissioner, Finance & City Treasurer to provide Council with an overview of the 2025 Operating and Capital Recommended Budget
- 10.13. Additional Information Memo to Budget Issue # 2025-0121 - 2025 Transit Windsor Service Plan - City Wide **(C 19/2025) (attached)**
- a) Jelena Payne, Commissioner, Economic Development & Stephan Habrun, Acting Executive Director, Transit Windsor

DELEGATIONS: (5 Minutes)

- 10.9. Mayoral Direction MD 43-2024 – Hybrid Work Program & Procedure Research & Report **(C 8/2025) (previously distributed)**
Clerk's Note: Fahd Mikhael, CANUE Executive is submitting the **attached** email dated January 24, 2025, as a written submission.
- a) Patrick Murchison, President, CUPE 543
- 11.4. Asylum Claimants and Interim Housing Assistance Program (IHAP) Funding Update – City Wide **(C 9/2025) (attached)**
Clerk's Note: Mike Morency, Executive Director, Matthew House Refugee Welcome Centre is providing the **attached** as a written submission.
- a) Mike Morency, Executive Director, Matthew House Refugee Welcome Centre

BUDGET WRITTEN SUBMISSIONS:

Clerk's Note: Written submissions from the January 13, 2025 Council meeting, **attached** as Package 1; Joel Batterman, Campaigns Manager, Transportation Riders United is providing the **attached** letter dated, January 9, 2025, as a written submission.

11. REGULAR BUSINESS ITEMS

- 10.3. Essex-Windsor Solid Waste Authority (EWSWA) 2025 Budget **(C 1/2025) (previously distributed)**

- 10.4. 2025 Stormwater and Wastewater Budget - City Wide **(C 2/2025)** *(previously distributed)*
- 10.5. WPL 2025 Annual Reserve Fund Expenditure Plan & List of Donations and Bequests Received in 2024 - WPL Board **(CM 14/2024)** *(previously distributed)*
- 10.6. Municipal Accommodation Tax Program Update (City Wide) **(C 138/2024)** *(previously distributed)*
- 10.7. Options for Dog Licencing and Registration - City Wide **(C 3/2025)** *(previously distributed)*
- 10.8. Results of the Minutes of Settlement for the Centralized Appeals for Banner Stores in Windsor - City Wide **(C 152/2024)** *(previously distributed)*
- 10.10. Response to CQ 24-2023 Regarding Minimum Standards, Vendor Warranties, and Construction Policies for Road Repair, Sewer Infrastructure, and Road Rehab Projects - City Wide **(SCM 111/2024)** **(S 44/2024)** *(previously distributed)*
- 10.11. Response to CQ 12-2023: Public conduct policy and security screening options for City Hall and other municipal facilities - City-wide **(S 86/2024)** *(previously distributed)*
- 10.12. Response to CQ 13-2024, CQ 16-2024 and CQ 30-2024 - Pickleball & Squash Courts within the City - City Wide **(SCM 267/2024)** **(S 108/2024)** *(previously distributed)*
- 11.1. Proposed Expropriation of Various Lands for Forest Glade North Secondary Plan Area Road Network Improvements - Ward 8 **(C 6/2025)** *(attached)*
Clerk's Note: P&C memo provided to Mayor and members of Council only.
Clerk's Note: This item must remain and be considered as a regular item.
- 11.2. Proposed Expropriation of Various Lands required for the Banwell Road Infrastructure Improvement Project - Ward 9 **(C 7/2025)** *(attached)*
Clerk's Note: This item must remain and be considered as a regular item.
- 11.3. Sandpoint Beach – Approval of the Masterplan – Ward 7 **(C 166/2024)** *(attached)*
Clerk's Note: P&C memo provided to Mayor and members of Council only.
- 10.1. 2025 Operating Budget Report - City Wide **(C 4/2025)** *(previously distributed)*
- 10.2. 2025 10-Year Recommended Capital Budget - City Wide **(C 163/2024)** *(previously distributed)*
- 12. CONSIDERATION OF COMMITTEE REPORTS**
- 12.1. (i) Report of the Special In-Camera meeting or other Committee as may be held prior to Council (if scheduled)
- 12.2. Report of the Special Meeting of Council – In-Camera – of its meeting held January 13, 2025 **(SCM 30/2025)** *(attached)*

- 13. BY-LAWS (First and Second Readings) (attached)**
- 13.1. **By-law 15-2025** - A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR 506/2024, dated November 25, 2024.
- 13.2. **By-law 16-2025** - A BY-LAW TO ASSUME ROXBOROUGH BOULEVARD FROM NORTHWOOD STREET TO E.C. ROW EXPRESSWAY, BEING STREETS SHOWN ON PLAN OF SUBDIVISION 1196 KNOWN AS ROXBOROUGH BOULEVARD, IN THE CITY OF WINDSOR, authorized by M98-2012, dated February 21, 2012.
- 13.3. **By-law 17-2025** - A BY-LAW TO ASSUME ST. JUDE COURT EAST OF LOCKE STREET, BEING A STREET SHOWN ON PLAN 12M675 KNOWN AS ST. JUDE COURT, IN THE CITY OF WINDSOR, authorized by M98-2012, dated February 21, 2012.
- 13.4. **By-law 18-2025** - A BY-LAW TO EXPROPRIATE CERTAIN LANDS IN CONNECTION WITH THE FOREST GLADE NORTH SECONDARY PLAN AREA ROAD NETWORK IMPROVEMENTS, see Item 11.1.
- 13.5. **By-law 19-2025** - A BY-LAW TO EXPROPRIATE CERTAIN LANDS IN CONNECTION WITH THE BANWELL ROAD INFRASTRUCTURE IMPROVEMENT PROJECT / EC ROW/BANWELL INTERCHANGE, see Item 11.2.
- 13.6. **By-law 20-2025** - A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS SPECIAL MEETING HELD ON THE 27TH DAY OF JANUARY, 2025.
- 14. MOVE BACK INTO FORMAL SESSION**
- 16. THIRD AND FINAL READING OF THE BY-LAWS**
By-laws 15-2025 through 20-2025 inclusive
- 21. ADJOURNMENT**

Item No. 4.1



Committee Matters: SCM 31/2025

Subject: Adoption of the Windsor City Council minutes of its meeting held January 13, 2025.



CITY OF WINDSOR MINUTES 01/13/2025

City Council Meeting

Date: Monday, January 13, 2025

Time: 10:00 o'clock a.m.

Members Present:

Mayor Drew Dilkens

Councillors

Ward 1 – Councillor Fred Francis

Ward 2 – Councillor Fabio Costante

Ward 3 – Councillor Renaldo Agostino

Ward 4 – Councillor Mark McKenzie

Ward 5 – Councillor Ed Sleiman

Ward 6 – Councillor Jo-Anne Gignac

Ward 7 – Councillor Angelo Marignani

Ward 8 – Councillor Gary Kaschak

Ward 9 – Councillor Kieran McKenzie

Ward 10 – Councillor Jim Morrison

1. ORDER OF BUSINESS

2. CALL TO ORDER

Following the playing of the Canadian National Anthem and reading of the Land Acknowledgement, the Mayor calls the meeting to order at 10:00 o'clock a.m.

3. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

Councillor Fred Francis discloses an interest and abstains from voting on Item 8.25 being "Strategy to Promote Alternatives to Payday Loans - City Wide," as it relates to an employer of a family member.

Councillor Mark Mckenzie discloses an interest and abstains from voting on Item 8.4 being "Response to CR227/2024 DHSC 609 Regarding 6 story building with 54 Multiple Dwelling units, located at 835 Tecumseh Rd. E, 2148 Marentette – Ward 4," as he is a member of the Giovanni Caboto Club.

Councillor Renaldo Agostino discloses an interest and abstains from voting on Item 8.4 being "Response to CR227/2024 DHSC 609 Regarding 6 story building with 54 Multiple Dwelling units, located at 835 Tecumseh Rd. E, 2148 Marentette – Ward 4," as he is a member of the Giovanni Caboto Club.

4. ADOPTION OF THE MINUTES

4.1. Adoption of the Windsor City Council minutes of its meeting held December 9, 2024

Moved by: Councillor Renaldo Agostino
Seconded by: Councillor Fabio Costante

That the minutes of the Meeting of Council held December 9, 2024, **BE ADOPTED** as presented.
Carried.

Report Number: SCM 394/2024

4.2. Adoption of the Windsor City Council minutes of its Special meeting held December 17, 2024

Moved by: Councillor Renaldo Agostino
Seconded by: Councillor Fabio Costante

That the minutes of the Special Meeting of Council held December 17, 2024 **BE ADOPTED** as presented.

Carried

Report Number: SCM 395/2024

5. NOTICE OF PROCLAMATIONS

6. COMMITTEE OF THE WHOLE

Moved by: Councillor Fred Francis
Seconded by: Councillor Jo-Anne Gignac

That Council do now rise and move into Committee of the Whole with the Mayor presiding for the purpose of dealing with:

- (a) communication items;
- (b) consent agenda;
- (c) hearing requests for deferrals, referrals and/or withdrawals of any items of business;
- (d) hearing presentations and delegations;
- (e) consideration of business items;
- (f) consideration of Committee reports;
- (g) Report of Special In-Camera Meeting or other Committee as may be held prior to Council (if scheduled); and
- (h) consideration of by-laws 1-2025 through 14-2025 (inclusive)

Carried.

7. COMMUNICATIONS INFORMATION PACKAGE (This includes both Correspondence and Communication Reports)

7.1. Correspondence for Monday, January 13, 2025

Moved by: Councillor Gary Kaschak
Seconded by: Councillor Angelo Marignani

Decision Number: CR1/2025

That the following Communication Items 7.1.1 through 7.1.3 as set forth in the Council Agenda **BE REFERRED** as noted:

No.	Sender	Subject
7.1.1	Essex Region Conservation Authority (ERCA)	2025 Draft Budget – 30 Day Notice To Member Municipalities. Commissioner, Infrastructure Services & City Engineer Commissioner, Economic Development Commissioner, Finance & City Treasurer

No.	Sender	Subject
		AF/14854 Note & File
7.1.2	City Planner / Executive Director	Application for Zoning By-law Amendment, Dr. Bhan Garg, 7100 Cantelon Drive, to permit the construction of a one-storey Public Hall and hotel with 71 guest rooms over four storeys. Z/14897 Note & File
7.1.3	Essex Region Conservation Authority (ERCA)	Fee Schedule 2025 (Minister's Directive) FINAL Commissioner, Infrastructure Services & City Engineer Commissioner, Economic Development Commissioner, Finance & City Treasurer GCE2024 Note & File

Carried.

Report Number: CMC 1/2025

7.2. 2024 Audit Planning Report

Moved by: Councillor Gary Kaschak
Seconded by: Councillor Angelo Marignani

Decision Number: CR2/2025

That City Council **RECEIVE FOR INFORMATION** the 2024 KPMG Audit Planning Report for the year ending December 31, 2024.

Carried.

Report Number: C 165/2024
Clerk's File: AF/14508

8. CONSENT AGENDA

8.1. Audited Consolidated Financial Statements for Windsor Business Improvement Areas for 2022 and 2023 - Wards 2, 3, 4, 5 & 6

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Mark McKenzie

Decision Number: CR3/2025 CR527/2024

That City Council **RECEIVE** for information the 2022 and 2023 Audited Financial Statement for each of the nine (9) Business Improvement Area Boards being Downtown Windsor, Via Italia (Erie Street), Olde Riverside Town Centre, Olde Sandwich Towne, Walkerville District, Ottawa Street, Pillette Village, Wyandotte Town Centre and Ford City, as presented in Appendices A through R, in accordance with the Business Improvement Area Governance By-Law 49-2023; and,

That City Council **DIRECT** each of the BIA Boards to develop a plan for use of the reserves that will bring the balance in compliance with the requirements of By-Law 49-2023 and further that those plans be submitted to Administration and presented to City Council with the reporting of the 2024 Consolidated Financial Statements.

Carried.

Report Number: C 157/2024
Clerk's File: MI2024

8.2. A By-law to authorize special charges being imposed on lots abutting the local improvement work completed under By-law 89-2019 on Matthew Brady Boulevard from Tranby Avenue to Cul-de-Sac - Ward 6

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Mark McKenzie

Decision Number: CR4/2025

That Council **PASS** By-law 1-2025 for the imposition of special charges on lots abutting on or immediately benefiting from the local improvement work completed under By-law 89-2019 on Matthew Brady Boulevard from Tranby Avenue to the cul-de-sac, in accordance with Section 30 of O. Reg. 586/06, made under *The Municipal Act, 2001*.

Carried.

Report Number: C 164/2024
Clerk's File: SL2025

8.3. Response to CQ 10-2024 - Property Owner sign-off on Permit Applications - City Wide

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Mark McKenzie

Decision Number: CR5/2025 CR379/2024 ETPS 1019

That the report of the Technologist III dated July 12, 2024 entitled "Response to CQ 10-2024 - Property Owner sign-off on Permit Applications - City Wide" **BE RECEIVED** for information.

Carried.

Report Number: AI 22/2024
Clerk's File: SB2024 & ACOQ2024

8.4. Response to CR227/2024 DHSC 609 Regarding 6 story building with 54 Multiple Dwelling units, located at 835 Tecumseh Rd. E, 2148 Marentette – Ward 4

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Fabio Costante

Decision Number: CR6/2025 ETPS 1036

That the report of the policy analyst dated October 24, 2024, entitled “Response to CR227/2024 DHSC 609 regarding 6 story building with 54 Multiple Dwelling units, located at 835 Tecumseh Rd. E, 2148 Marentette” **BE RECEIVED** for information; and,

That Administration **BE DIRECTED** to undertake Option 1 - Traffic Calming Review and Design (internal staff) at no additional cost, as outlined in the administrative report.

Carried.

Councillors Renaldo Agostino and Mark McKenzie disclose an interest and abstain from voting on this matter.

Report Number: S 149/2024
Clerk’s File: Z/14755 & Z/14754

8.6. Response to CQ 5-2021 Update on Effectiveness of Wintertime Signage for Pedestrian Walkways

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Mark McKenzie

Decision Number: CR8/2025 ETPS 1038

That the report of the Coordinator Maintenance dated October 29, 2024 entitled “Response to CQ 5-2021 - Update on Effectiveness of Wintertime Signage for Pedestrian Walkways” **BE RECEIVED** for information.

Carried.

Report Number: SCM 363/2024 S 150/2024
Clerk’s File: SW2024

8.7. Minutes of the Essex-Windsor Solid Waste Authority (EWSWA) Regular Board of its meeting held July 10, 2024

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Mark McKenzie

Decision Number: CR9/2025 ETPS 1034

That the minutes of the Essex-Windsor Solid Waste Authority (EWSWA) meeting held July 10, 2024, **BE RECEIVED**.

Carried.

Report Number: SCM 330/2024 SCM 364/2024

Clerk's File: BM2024

8.8. Minutes of the Essex-Windsor Solid Waste Authority (EWSWA) Regular Board of its meeting held September 11, 2024

Moved by: Councillor Kieran McKenzie

Seconded by: Councillor Mark McKenzie

Decision Number: CR10/2025 ETPS 1035

That the minutes of the Essex-Windsor Solid Waste Authority (EWSWA) meeting held September 11, 2024, **BE RECEIVED**.

Carried.

Report Number: SCM 331/2024 SCM 365/2024

Clerk's File: BM2024

8.10. Zoning Bylaw Amendments - Z 033-24 [ZNG-7238] 1495754 Ontario Inc. 0 Esplanade Dr – Multiple Dwelling Building Development – Ward 7

Moved by: Councillor Kieran McKenzie

Seconded by: Councillor Mark McKenzie

Decision Number: CR12/2025 DHSC 677

- I. That Zoning By-law 8600 **BE AMENDED** changing the zoning of PT LOT 133 CON 2, PARTS 9 TO 11, RP 12R-21168 in the City of Windsor, known municipally as 0 Esplanade Dr., from Holding Residential District (HRD) 2.3 and Commercial District 4.2. to Residential District (RD) 3.1
- II. That subsection 1 of Section 20 of Zoning By-law 8600 **BE AMENDED** for PT LOT 133 CON 2, PARTS 9 TO 11, RP 12R-21168; in the City of Windsor, known municipally as 0 Esplanade Dr. by adding site specific regulation as follows:

517. ESPLANADE DRIVE, EAST OF GANATCHIO TRAIL

For the lands described as for PT LOT 133 CON 2, PARTS 9 TO 11, RP 12R-21168; in the City of Windsor, known municipally as 0 Esplanade Dr., the following regulations shall apply:
Building Height – Maximum – 14.0 m
[ZNG/7238]

- III. That the Site Plan Control Officer include the completion of an Archeological Assessment as a condition of the Site Plan Control Agreement.

Carried.

8.11. Zoning By-Law Amendment – Z034/24 (ZNG/7241) - Anthony Palermo – 5172 Joy Rd, Ward 9

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Mark McKenzie

Decision Number: CR13/2025 DHSC 678

- I. That Zoning By-law 85-18 **BE AMENDED** by changing the zoning of CON 8 PT LOT 15 RP 12R10850 PARTS 7 & 14, situated on the north side of Joy Road and east of 8th Concession Road, known municipally as 5172 Joy Road, by adding a defined area as follows:

6.3.17 Defined area R1-17 as shown on schedule "A", Map 3 of this by-law.

- a) Maximum lot coverage for all accessory structures 193 m²
- b) Maximum height of all accessory structures 4.3 m
- c) Materials
 - i. A barn or accessory structure may be constructed with post, beam, or galvanized steel materials

Carried.

8.14. Zoning Bylaw Amendment Z 031-24 [ZNG-7236] 1066 California Ave Ward 2

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Mark McKenzie

Decision Number: CR16/2025 DHSC 681

- I. That Zoning By-law 8600 **BE AMENDED** by adding the following clause to Section 20(1):

518. EAST SIDE OF CALIFORNIA AVENUE, SOUTH OF DAVIS ST AND NORTH OF GIRARDOT ST

For the lands comprising of PLAN 50 BLOCK D LOTS 53 & 54 PT LOT 55 (PIN 01220-0251) for a *townhome dwelling*, the following additional provisions shall apply:

- a) *Lot Width* – minimum 19.8 m
- b) *Lot Coverage* – maximum 54% of lot area
- c) *Front Yard Depth* – minimum 5.4 m
- d) *Rear Yard Depth* – minimum 6.31 m
- e) Section 5.99.80.1.1.b) shall not apply

[ZDM 4; ZNG/7236]

II. That Zoning By-law 8600 **BE FURTHER AMENDED** by adding the following clause to Section 95.20:

- (13) a) Pursuant to Section 9.3.7.1(a) of Volume I: The Primary Plan of the City of Windsor Official Plan, submission of Stage 1 Archaeological Assessment and any further recommended assessments be entered into the Ontario Public Register of Archaeological Reports to the satisfaction of the City Planner.
- b) Alley Contribution to the satisfaction of the City Engineer.
- c) Stormwater Management Plan to the satisfaction of the City Engineer.

[ZNG/7236]

III. That Zoning By-law 8600 **BE FURTHER AMENDED** by changing the zoning of PLAN 50 BLOCK D LOTS 53 & 54 PT LOT 55 (PIN 01220-0251), situated on the east side of California Avenue between Davis Street and Girardot Street, and known municipally as 1066 California Avenue (Roll No. 050-37-03500), from Residential District 1.3 (RD1.3) to Residential District 2.2 (RD2.2) and S.20(1)H(13)518.

IV. That the Committee of Adjustment **CONSIDER** comments contained in Appendix E of Report S 147/2024 as part of any consent application to sever the proposed townhome dwelling units. Carried.

Report Number: SCM 372/2024 S 147/2024
Clerk's File: Z/14876

8.15. OPA 190 Source water policies

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Mark McKenzie

Decision Number: CR17/2025 DHSC 682

1. That Volume 1: The Primary Plan of the City of Windsor Official Plan **BE AMENDED** by adopting Official Plan Amendment (OPA) 190 attached hereto as Appendix 1, and summarized as follows:

- a) Chapter 2, Glossary; is hereby amended by adding definitions
- b) Chapter 5, Environment is hereby amended by adding section 5.39 Source Water Protection Policies

2. That Volume 1: The Primary Plan of the City of Windsor Official Plan **BE AMENDED** by adopting Schedule K: Sourcewater Protection Areas as shown in Appendix 1.

Carried.

Report Number: SCM 373/2024 S 159/2024
Clerk's File: Z/14881

8.16. Community Heritage Fund Request – 794 Devonshire Road, Porter Coate House (Ward 4)

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Mark McKenzie

Decision Number: CR18/2025 DHSC 683

- I. That the Heritage Permit at 794 Devonshire Rd, Porter Coate House, **BE GRANTED** for masonry repairs and foundation waterproofing.
- II. That the City Planner or designate **BE DELEGATED** the authority to approve any further proposed changes associated with the repairs and restoration of exterior walls.
- III. That a total grant of 30% of the cost of the masonry repairs and foundation waterproofing, to an upset amount of \$17,221 from the Community Heritage Fund (Reserve Fund 157) **BE GRANTED** to the Owners of the Porter Coate House, at 794 Devonshire Rd, subject to:
 - a. Submission of conservation details, technical details and samples, to the satisfaction of the City Planner or designate prior to work start;
 - b. Determination by the City Planner that the work is completed to heritage conservation standards;
 - c. Owner's submission of paid receipts for work completed; and
 - d. That the Community Heritage Fund (Reserve Fund 157), grants approved shall lapse if the applicant has not completed the work and fulfilled the conditions within 2 years of the approval date.

Carried.

Report Number: SCM 374/2024 S 160/2024
Clerk's File: MBA/6702

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

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Mark McKenzie

Decision Number: CR19/2025 CSSC 261

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

Carried.

Report Number: SCM 377/2024 SCM 288/2024

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

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Mark McKenzie

Decision Number: CR20/2025 CSSC 262

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

Carried.

Report Number: SCM 378/2024 SCM 324/2024

Clerk's File: MB2024

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

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Mark McKenzie

Decision Number: CR21/2025 CSSC 26

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

Carried.

Report Number: SCM 379/2024 SCM 325/2024

Clerk's File: MB2024

8.20. Report No. 120 of the Board of Directors Willistead Manor Inc.

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Mark McKenzie

Decision Number: CR22/2025 CSSC 264

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

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

MJ. Dettinger
C. Gaudette
R. Jasey

BE APPROVED.

Carried.

Report Number: SCM 380/2024 SCM 326/2024
Clerk's File: MB2024

8.21. Facility Accessibility Design Standard Adoption - City Wide

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Mark McKenzie

Decision Number: CR23/2025 CSSC 265

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

Carried.

Report Number: SCM 381/2024 S 130/2024
Clerk's File: GPL/3263

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

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Mark McKenzie

Decision Number: CR24/2025 CSSC 266

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

Carried.

Report Number: SCM 382/2024 C 137/2024
Clerk's File: AL2024

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

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Mark McKenzie

Decision Number: CR25/25025 CSSC 267

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

Carried.

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

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Mark McKenzie

Decision Number: CR26/2025 CSSC 268

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

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

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

Carried.

8.25. Strategy to Promote Alternatives to Payday Loans - City Wide

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

Decision Number: CR27/2025 CSSC 269

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

That administration **BE DIRECTED** to engage with community stakeholders to investigate the possibilities of a partnership for the communications and public outreach campaign that was discussed and agreed upon at the committee level and **REPORT BACK** to Council.

Carried.

Councillor Mark McKenzie, Jo-Anne Gignac, Renaldo Agostino and Jim Morrison voting nay.

8.26. Status on IPV Funding Availability - City Wide

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Mark McKenzie

Decision Number: CR28/2025 CSSC 270

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

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

Carried.

Report Number: SCM 386/2024 C 144/2024
Clerk's File: SS2024

8.27. Training at Local Emergency Shelters – City Wide

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Mark McKenzie

Decision Number: CR29/2025 CSSC 271

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

Carried.

Report Number: SCM 387/2024 S 164/2024
Clerk's File: SS2024

9. REQUEST FOR DEFERRALS, REFERRALS AND/OR WITHDRAWALS

None requested.

10. PRESENTATIONS AND DELEGATIONS

8.13. Rezoning – Baker Investments Ltd.- 0 Wyandotte Street East - Z-035/24 ZNG/7243 - Ward 6

Tracey Pillon-Abbs, RPP Principal Planner, Pillon Abbs Inc.

Tracey Pillon-Abbs, RPP Principal Planner, Pillon Abbs Inc., appears before City Council regarding the administrative report dated November 4, 2024, entitled “Rezoning – Baker Investments Ltd.- 0 Wyandotte Street East - Z-035/24 ZNG/7243 - Ward 6” and is available for questions.

Sarah Jarvis, Area resident

Sarah Jarvis, area resident, appears before City Council and expresses concern with the recommendation in the administrative report dated November 4, 2024, entitled “Rezoning – Baker Investments Ltd.- 0 Wyandotte Street East - Z-035/24 ZNG/7243 - Ward 6” specifically regarding the height of the proposed development as it relates to the reduction of natural light in her own home, lack of privacy and the existing traffic and safety concerns in the neighbourhood.

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

Decision Number: CR15/2025 DHSC 680

1. That Zoning By-law 8600 **BE AMENDED** by changing the zoning of Part of Block “A”, Registered Plan 1628 except for Part 1, Plan 12R-11541, identified as PIN 01066-0197, situated at the northeast corner of Wyandotte Street East and Watson Avenue, and known municipally as 0 Wyandotte Street East (Roll No: 060-330-00100) from Commercial District 2.1 (CD2.1) to Residential District 3.2 (RD3.2).

Carried.

Councillor Gray Kaschak was absent from the meeting when the vote was taken on this matter.

Report Number: SCM 371/2024 S 154/2024
Clerk’s File: Z/14875

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

Moved by: Councillor Jo-Anne Gignac
Seconded by: Councillor Fabio Costante

Decision Number: CR30/2025 CSSC 272

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

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

Carried

Report Number: SCM 388/2024 S 166/2024
Clerk’s File: GH/14271

11.1. Festival Plaza Redevelopment –Approval of Master Plan - Ward 3

Neil Mens, Area Resident

Neil Mens, area resident, appears before City Council and expresses concern with the recommendation in the administrative report dated November 18, 2024, entitled “Festival Plaza Redevelopment – Approval of Master Plan - Ward 3” and concludes by suggesting it is too expensive for taxpayers; and recommends a conservancy model to seek sponsorship for such projects; supports a ferris wheel, and is a proponent for ticketed performance spaces, food trucks, vendor spaces, year-round washrooms, bringing the bandshell to the east end of the plaza and recommends that the City purchase vacant nearby parking lots to accommodate parking and to devise an alternative plan to implement event buses from the Devonshire Mall.

Seth Perera, Area Resident

Seth Perera, area resident, appears before City Council regarding the administrative report dated November 18, 2024, entitled “Festival Plaza Redevelopment – Approval of Master Plan - Ward 3” and speaks in support of Option 1 in order to make the space more attractive to promoters, to create an activated community space and in turn bringing more business to the downtown.

Moved by: Councillor Renaldo Agostino

Seconded by: Councillor Ed Sleiman

Decision Number: CR31/2025

That Council **ENDORSE** the Festival Plaza Master Plan – Option #1 as shown in Appendix A of this report; and further,

That the City Treasurer **BE DIRECTED** to consider funding for the Festival Plaza Master Plan as part of a future capital budget development process.

Carried.

At the request of Councillor Fred Francis, a recorded vote is taken on this matter.

Aye votes: Councillors Jo-Anne Gignac, Renaldo Agostino, Jim Morrison, Keiran McKenzie, Ed Sleiman, Mark McKenzie, Gary Kaschak and Mayor Drew Dilkens.

Nay votes: Councillor Angelo Marignani, Fabio Costante and Fred Francis.

Abstain: None.

Absent: None.

Report Number: C 147/2024

Clerk’s File: SR/14229

11.2. Sandpoint Beach – Approval of the Master Plan – Ward 7

Neil Mens, Area Resident

Neil Mens, area resident appears before City Council in support of the administrative recommendation in the report dated December 16, 2024, entitled “Sandpoint Beach – Approval of the Master Plan – Ward 7”; and suggests that the project should be prioritized to improve the safety conditions of the site.

Moved by: Councillor Gary Kaschak

Seconded by: Councillor Fred Francis

Decision Number: CR32/2025

That the report of the Executive Initiatives Coordinator, dated December 16, 2024, entitled “Sandpoint Beach – Approval of the Master Plan – Ward 7” **BE DEFERRED** to the January 27, 2025, Special Council Meeting to allow for administration to have discussions with the Windsor Port Authority related to partnering with the City or the possibility of funding a portion of the project Carried.

Councillor Angelo Marignani voting nay.

Report Number: C 166/2024

Clerk’s File: SR/14130

8.12. OPA & Rezoning – 1722912 Ontario – 4088-4096 6th Concession Rd – OPA 188 OPA/7218 Z-021/24 ZNG/7217 - Ward 9

Mayor Drew Dilkens leaves the meeting at 12:57 o’clock p.m. and Councillor Mark McKenzie assumes the chair.

Jackie Lassaline, Lassaline Planning Consultants

Jackie Lassaline, Lassaline Planning Consultants, appears before City Council regarding the administrative report dated December 16, 2024, entitled “OPA & Rezoning – 1722912 Ontario – 4088-4096 6th Concession Rd – OPA 188 OPA/7218 Z-021/24 ZNG/7217 - Ward 9”; and provides a brief overview of the application and the proposed design, and requests that Council support the administrative recommendation.

Brian Kukhta, Area Resident

Brian Kukhta, area resident, appears before City Council and expresses concern with the recommendation in the administrative report dated December 16, 2024, entitled “OPA & Rezoning – 1722912 Ontario – 4088-4096 6th Concession Rd – OPA 188 OPA/7218 Z-021/24 ZNG/7217 - Ward 9”; and concludes by citing concerns with the incompatibility and inconsistency of the proposed development with the existing neighbourhood.

Mayor Drew Dilkens returns to the meeting at 1:01 o'clock p.m. and Councillor Mark McKenzie returns to his seat at the Council Table.

Muhammad Siddiqui, Area Resident

Muhammad Siddiqui, area resident appears before City Council and expresses concern with the recommendation in the administrative report dated December 16, 2024, entitled "OPA & Rezoning – 1722912 Ontario – 4088-4096 6th Concession Rd – OPA 188 OPA/7218 Z-021/24 ZNG/7217 - Ward 9"; and concludes by citing concerns with the incompatibility and inconsistency with the existing neighbourhood; the setback distance; the negative impact on quality of life; lack of parking and traffic concerns; lack of sidewalks and safety concerns.

Satvir Sandhu, Area Resident

Satvir Sandhu, area resident appears before City Council and expresses concern with the recommendation in the administrative report dated December 16, 2024, entitled "OPA & Rezoning – 1722912 Ontario – 4088-4096 6th Concession Rd – OPA 188 OPA/7218 Z-021/24 ZNG/7217 - Ward 9"; and concludes by citing safety concerns in the neighbourhood including over-capacity of schools and the road condition of the 6th Concession.

Suzanne De Froy, Area Resident

Suzanne De Froy, area resident appears before City Council and expresses concern with the recommendation in the administrative report dated December 16, 2024, entitled "OPA & Rezoning – 1722912 Ontario – 4088-4096 6th Concession Rd – OPA 188 OPA/7218 Z-021/24 ZNG/7217 - Ward 9"; and concludes by citing safety concerns with the walkability of the neighbourhood; the densification and development of the area despite the apparent road conditions.

Abdul Naboulsi, Area Resident

Abdul Naboulsi, area resident appears before City Council and expresses concern with the recommendation in the report dated December 16, 2024, entitled "OPA & Rezoning – 1722912 Ontario – 4088-4096 6th Concession Rd – OPA 188 OPA/7218 Z-021/24 ZNG/7217 - Ward 9"; and concludes by citing concerns with the incompatibility and inconsistency of the proposed development with the existing neighbourhood.

Rafat Jafri, Area Resident

Rafat Jafri appears before City Council and expresses concern with the recommendation in the administrative report dated December 16, 2024, entitled "OPA & Rezoning – 1722912 Ontario – 4088-4096 6th Concession Rd – OPA 188 OPA/7218 Z-021/24 ZNG/7217 - Ward 9" and concludes by citing safety concerns, the well-being of the residents of the neighbourhood, the densification and development of the area despite the lack of appropriate infrastructure, and the character disruption of the neighbourhood.

Touseef Rehman, Area Resident

Touseef Rehman, area resident appears before City Council and expresses concern with the recommendation in the administrative report dated December 16, 2024, entitled “OPA & Rezoning – 1722912 Ontario – 4088-4096 6th Concession Rd – OPA 188 OPA/7218 Z-021/24 ZNG/7217 - Ward 9”; and concludes by suggesting that an independent study is conducted as it relates to the safety and walkability of the community; concerns with the the lack of supportive infrastructure; and adequate accessibility for emergency vehicles.

Malay Dixit, Area Resident

Malay Dixit, area resident appears before City Council and expresses concern with the recommendation in the administrative report dated December 16, 2024, entitled “OPA & Rezoning – 1722912 Ontario – 4088-4096 6th Concession Rd – OPA 188 OPA/7218 Z-021/24 ZNG/7217 - Ward 9”; and concludes by citing specific concerns with the densification and the lack of supportive infrastructure, over-crowding of schools, and the decrease in property value.

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Fred Francis

That the application for “OPA & Rezoning – 1722912 Ontario – 4088-4096 6th Concession Rd – OPA 188 OPA/7218 Z-021/24 ZNG/7217 - Ward 9” BE DENIED.

The motion is **put** and is **lost**.

Councillor Jim Morrison, Jo-Anne Gignac, Fabio Costante, Renaldo Agostino, Ed Sleiman and Mayor Drew Dilkens voting nay.

Moved by: Councillor Jim Morrison
Seconded by: Councillor Fabio Costante

Decision Number: CR14/2025 CRDHSC 679

1. That Schedule A of Volume I: The Primary Plan of the City of Windsor Official Plan **BE AMENDED** by designating Lots 1 and 2, Plan 12M665 (PIN 01560-2839, 01560-2640), situated on the east side of Sixth Concession Road, north of Holburn Street, as a Special Policy Area.

2. THAT Chapter 1 in Volume II: Secondary Plans and Special Policy Areas of the City of Windsor Official Plan **BE AMENDED** by adding a new Special Policy Area as follows:

1.X EAST SIDE OF SIXTH CONCESSION ROAD, NORTH OF HOLBURN STREET

<i>Location</i>	1.X.1	The land described as Lots 1 and 2, Plan 12M665 (PIN 01560-2839, 01560-2640) is designated on Schedule A: Planning Districts and Policy Areas in Volume I - The Primary Plan.
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Additional Permitted Use 1.X.2 Notwithstanding the “Low Profile Residential” land use designation on Schedule NR2-7: Land Use Designations and the Low Profile Residential policies in Section 3.7.2 of the North Roseland Planning Area, a multiple dwelling having a maximum building height of 11.3 m shall be an additional permitted use.

Access To Sixth Concession Road 1X.3 Notwithstanding Section 3.7.7.4 of the North Roseland Planning Area, for a Multiple Dwelling, one access shall be permitted to Sixth Concession Road.

3. That Zoning By-law 8600 **BE AMENDED** by changing the zoning of Lots 1 and 2, Plan 12M665 (PIN 01560-2839, 01560-2640), situated on the east side of Sixth Concession Road, north of Holburn Street, and known municipally as 4088 and 4096 Sixth Concession Road (Roll No. 070-150-01501, 070-150-01502) by adding the following site specific exception:

465. EAST SIDE OF SIXTH CONCESSION ROAD, NORTH OF HOLBURN STREET

For the land described as Lots 1 and 2, Plan 12M665 (PIN 01560-2839, 01560-2640) the following additional provisions shall apply:

- 1) *A Multiple Dwelling* shall be additional permitted *main use*:
- 2) The following additional provisions shall apply to an additional permitted *main use*:
 - a) Lot Frontage – minimum 40.0 m
 - b) Lot Area – minimum 2,300 m²
 - c) Lot Coverage – maximum 35% of *lot area*
 - d) Main Building Height – maximum 11.3 m
 - e) Front Yard Depth – minimum 3.0 m
 - f) Rear Yard Depth – minimum 4.9 m
 - g) Side Yard Width – minimum
 - From northerly Side Lot Line 15.0 m
 - From southerly Side Lot Line 3.90 m
 - h) Landscaped Open Space Yard – minimum 28% of *lot area*
 - i) Dwelling Units – maximum 21
 - j) Parking Spaces – minimum 24

k) Notwithstanding Section 25.5.20.1.5, the minimum *parking area* separation from a *building wall* in which is located a main pedestrian entrance facing the *parking area* shall be 1.50 m.

l) Notwithstanding Section 25.5.20.1.6, the minimum *parking area* separation from a *building wall* containing a *habitable room window* or containing both a main pedestrian entrance and a *habitable room window* facing the *parking area* where the *building* is located on the same *lot* as the *parking area* shall be 1.30 m.

Carried.

Aye votes: Councillors Jim Morrison, Jo-Anne Gignac, Fabio Costante, Renaldo Agostino, Ed Sleiman and Mayor Drew Dilkens.

Nay votes: Councillors Fred Francis, Kieran McKenzie, Mark McKenzie, Gary Kaschak and Angelo Marignani.

Report Number: SCM 370/2024 S 141/2024

Clerk's File: Z/14862 & Z/14863

Budget Delegates for the 2025 Operating and Capital Recommended Budgets:

Stephanie Thompson, Area Resident

Stephanie Thompson, area resident appears before City Council regarding the 2025 Operating and Capital Recommended Budgets to speak in support of the continuation of the Tunnel Bus operation as it relates to access to accessible transportation across the border for all, especially those who cannot or do not drive; and concludes by suggesting that discontinuation of the service would limit access to essential services, and disproportionately affect vulnerable members of the community.

Alim Nathoo, Former Resident

Alim Nathoo, former resident appears before City Council regarding the 2025 Operating and Capital Recommended Budgets and speaks in support of the continuation of the Tunnel Bus operation as it relates to being an affordable means of cross-border transportation for business and leisure activities for those who do not have access otherwise; and concludes by suggesting a fare increase would be amenable to losing the service altogether.

Caroline Taylor, Area Resident

Caroline Taylor, area resident appears before City Council regarding the 2025 Operating and Capital Recommended Budgets and speaks in support of a higher property tax increase and suggests the current proposed property tax increase is not sufficient for the maintenance of the municipality as a whole; and concludes by suggesting roads are in need of repair and the transit service requires an upgrade.

Nate Hope and Joshua Sankarlal, Members, Activate Transit Windsor Essex

Nate Hope and Joshua Sankarlal Members, Activate Transit Windsor Essex appear before City Council regarding the 2025 Operating and Capital Recommended Budgets; and express concern with the proposed service reductions, fare increases, the elimination of the tunnel bus, reduced

scheduling; and conclude by citing the negative impacts that these proposed reductions will have on the residents of this community.

Zachary Balogh, Area Resident

Zachary Balogh, area resident appears before City Council regarding the 2025 Operating and Capital Recommended Budgets and speaks in support of increased funding for transit in order to improve service delivery and to maintain the tunnel bus as an essential service to the community.

Michelle Smith, Area Resident

Michelle Smith, area resident appears before City Council regarding the 2025 Operating and Capital Recommended Budgets and speaks in support of additional Transit Windsor funding to provide an affordable and dependable transit system; for the continuation of the tunnel bus, and to increase property taxes to support the service.

Stephanie Barnhard, Board President, Arts Council Windsor and Region

Stephanie Barnhard, Board President, Arts Council Windsor and Region appears before City Council regarding the 2025 Operating and Capital Recommended Budgets and urges Council to reconsider an increase to the grant funding allocated to their organization as it relates to the vital role in which the Arts Council Windsor and Region plays in supporting the arts community.

Anne Ryan, Executive Director, and Karen Soulliere, Chair of the Board, IRIS Residential Inns and Services

Anne Ryan, Executive Director, and Karen Soulliere, Chair of the Board, IRIS Residential Inns and Services appear before City Council regarding the 2025 Operating and Capital Recommended Budgets and speaks in support of an increase and fluctuation of the per diem funding rate as it relates to inflationary costs which have increased operating costs beyond the \$60 per diem currently allocated.

Vino Patel, Owner, Bruce Villa Manor

Vino Patel, Owner, Bruce Villa Manor appears before City Council regarding the 2025 Operating and Capital Recommended Budgets and advocates for the increase and fluctuation of the per diem funding as it relates to the extensive services provided and the associated inflationary costs which have increased operating costs beyond the \$60 per diem currently allocated.

John Di Nino, President, Amalgamated Transit Union Canada

John Di Nino, Amalgamated Transit Union Canada appears before City Council regarding the 2025 Operating and Capital Recommended Budgets and highlights concerns related to proposed budget cuts to the Transit Windsor operating budget; advocates for increased funding as it relates to improving and expanding dependable public transportation; continued tunnel bus service as an essential service; and the importance of safe and reliable public transit to Windsor residents and to Windsor's growth and prosperity.

Mayor Drew Dilkens leaves the meeting at 2:36 o'clock p.m. and Councillor Fabio Costante assumes the chair.

Matthew Charbonneau, Area Resident

Matthew Charbonneau, area resident appears before City Council regarding the 2025 Operating and Capital Recommended Budgets and advocates for increased funding for the implementation of active transportation initiatives; highlights concerns with the inadequate existing infrastructure; and the inability to ride a bike easily and safely within the city.

Ken Lewenza, Unifor Local 444

Ken Lewenza, Unifor Local 444 appears before City Council regarding the 2025 Operating and Capital Recommended Budgets and advocates for increased funding for Transit Windsor to enhance public transit as it relates to environmental sustainability, reliability, and quality of life for the residents of the community.

Caroline Taylor for Helena MacKenzie, Area Resident

Caroline Taylor, area resident appears before City Council on behalf of area resident Helena MacKenzie regarding the 2025 Operating and Capital Recommended Budgets and advocates for increased funding for transit as it relates to providing better scheduling, reliability, accessibility, and safe public transit.

Raymond Hoang, Area Resident

Raymond Hoang, area resident appears before City Council regarding the 2025 Operating and Capital Recommended Budgets and advocates for increased funding for transit as it relates to increased ridership, providing better scheduling, reliability, and accessibility.

Mayor Drew Dilkens returns to the meeting at 2:47 o'clock p.m. and Councillor Fabio Costante returns to his seat at the Council Table.

Sara Whittle, Area Resident

Sara Whittle, area resident appears before City Council regarding the 2025 Operating and Capital Recommended Budgets and advocates for increased funding for transit as it relates to providing better scheduling, enhanced service on busy routes, reliability, safety and accessibility; and highlights the negative impacts that the elimination of extra school buses could have on thousands of students who rely on it every day.

Meg Gregoire, JD Candidate 2025, University of Windsor Law

Meg Gregoire, JD Candidate 2025, University of Windsor Law appears before City Council regarding the 2025 Operating and Capital Recommended Budgets and advocates for increased funding for transit as it relates to providing better scheduling, enhanced service on busy routes, reliability, safety, accessibility, environmental sustainability, and quality of life.

11. REGULAR BUSINESS ITEMS (Non-Consent Items)

Moved by: Councillor Jo-Anne Gignac
Seconded by: Councillor Ed Sleiman

Decision Number: CR37/2025

That report items 10.1 through 10.12 as set out in the January 13, 2025, agenda **BE TABLED** as they will be deliberated by Council at its meeting to be held on Monday January 27, 2025.

Carried.

8.5. Response to CQ 7-2024 - Converting Downtown One-Way Streets to Two-Way Streets – Ward 3

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

Decision Number: CR7/2025 ETPS 1036

- I. That the additional information memo of the Transportation Planning Coordinator dated January 10, 2025, entitled “Additional Information re: Report S 116/2024 - Response to CQ 7-2024 – Funding or Phase 1 Conversion Study” **BE RECEIVED** for information; and,
- II. That administration **BE DIRECTED** to implement the Conversion Study funded from the Environmental Study Capital Project 7086010, and that the study includes 11 streets including Lincoln and Gladstone in Ward 4 as opposed to the 9 indicated in Report S116/2024; and,
- III. That administration **BE DIRECTED** to report back to Council with the findings of the initial Phase 1 analysis and seek approval to proceed, or not, with Phases 2 and 3 accordingly.

Carried.

Councillor Fred Francis voting nay.

Report Number: SCM 362/2024 S 116/2024 AI 1/2025
Clerk’s File: ST2025

8.9. Zoning Bylaw Amendment Z 020-24 [ZNG-7216] Farhi Holdings Corporation 8565 McHugh Street – Combined Use Building Development – Ward 6

Moved by: Councillor Jo-Anne Gignac
Seconded by: Councillor Angelo Marignani

Decision Number: CR11/2025 DHSC 676

That subsection 1 of Section 20 of the City of Windsor Zoning By-law 8600 **BE AMENDED** for Block 43, Plan 12M-678; in the City of Windsor, known municipally as 8565 McHugh Street by adding site specific regulations as follow:

516. SOUTHWEST CORNER DARFIELD ROAD AND MCHUGH STREET

For the lands described as for Block 43, Plan 12M-678, in the City of Windsor, known municipally as 8565 McHugh Street, the following regulations shall apply:

- a) Notwithstanding Section 15.2.5.15 of Zoning Bylaw 8600, dwelling units on a ground floor in a combined use building shall be an additional permitted use.
- b) Building Height – Maximum – 28.0 m;
- c) Building setback from an interior lot line abutting a Residential District (RD) 1.1 zone - 24m; and further,

That administration **BE DIRECTED** to increase the scope in evaluating the traffic impacts of infill developments and to look at ways to recuperate the funding required through development charges or through the application process.

Carried.

Report Number: S 152/2024 SCM 367/2024
Clerk’s File: Z/14848

12. CONSIDERATION OF COMMITTEE REPORTS

12.2. Report of the Special Meeting of Council - In-Camera of its meeting held December 9, 2024

Moved by: Councillor Renaldo Agostino
Seconded by: Councillor Fabio Costante

Decision Number: CR518/2024

That the report of the Special Meeting of Council - In-Camera of its meeting held December 9, 2024, **BE ADOPTED** as presented.

Carried.

Report Number: SCM 9/2025
Clerk’s File: ACO2024

13. BY-LAWS (First and Second Reading)

Moved by: Councillor Fred Francis
Seconded by: Councillor Jo-Anne Gignac

- 13.1. **By-law 1-2025 – A BY-LAW TO AUTHORIZE SPECIAL CHARGES BEING IMPOSED ON LOTS ABUTTING ON THE LOCAL IMPROVEMENT WORK COMPLETED UNDER BY-LAW 89-2019 ON MATTHEW BRADY BOULEVARD FROM TRANBY AVENUE TO CUL-DE-SAC, IN THE CITY OF WINDSOR, See Item 8.2.**

- 13.2. **By-law 2-2025** - A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", See Item 8.9.
- 13.3. **By-law 3-2025** - A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 250-2004 BEING A BY-LAW RESPECTING SIGNS AND OTHER ADVERTISING DEVICES IN THE CITY OF WINDSOR, Authorized by CR460/2024, dated October 28, 2024 & CR370/2024, dated September 9, 2024.
- 13.4. **By-law 4-2025** - A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR494/2024, dated November 25, 2024.
- 13.5. **By-law 5-2025** - A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", See Item 8.10.
- 13.6. **By-law 6-2025** - A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR493/2024, dated November 25, 2024.
- 13.7. **By-law 7-2025** - A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR123/2024, dated March 18, 2024.
- 13.8. **By-law 8-2025** - A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR492/2024, dated November 25, 2024.
- 13.9. **By-law 9-2025** - A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by CR229/2024, dated May 27, 2024.
- 13.10. **By-law 10-2025** - A BY-LAW TO ASSUME BARKLEY AVENUE AND CLEARWATER AVENUE FROM FIRGROVE DRIVE TO PEPPERVINE STREET, BEING STREETS SHOWN ON PLAN OF SUBDIVISION 12M-643 KNOWN AS BARKLEY AVENUE AND CLEARWATER AVENUE, IN THE CITY OF WINDSOR, authorized by M98-2012, dated February 21, 2012.
- 13.11. **By-law 11-2025** - A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW", authorized by M98-2012, dated February 21, 2012.
- 13.12. **By-law 12-2025** - A BY-LAW TO AUTHORIZE THE TEMPORARY BORROWING OF MONEY FOR CURRENT EXPENDITURES FOR 2025, authorized by CR525/2024, dated December 9, 2024.
- 13.13. **By-law 13-2025** - A BY-LAW TO PROVIDE FOR INTERIM TAX LEVIES FOR 2025, authorized by CR524/2024, dated December 9, 2024.
- 13.14. **By-law 14-2025** - A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS MEETING HELD ON THE 13TH DAY OF JANUARY, 2025.

Carried.

14. MOVE BACK INTO FORMAL SESSION

Moved by: Councillor Gary Kaschak

Seconded by: Councillor Angelo Marignani

That the Committee of the Whole does now rise and report to Council respecting the business items considered by the Committee:

- 1) Communication Items (as presented)
 - 2) Consent Agenda (as amended)
 - 3) Items Deferred Items Referred
 - 4) Consideration of the Balance of Business Items (as amended)
 - 5) Committee Reports as presented
 - 6) By-laws given first and second readings as presented
- Carried.

15. NOTICES OF MOTION

Moved by: Councillor Kieran McKenzie

Seconded by: Councillor Fabio Costante

Decision Number: CR33/2025

That given the need for the City of Windsor to have autonomy to create a transportation network that meets the needs of our community; and,

Since unwarranted meddling and unnecessary oversight from Bureaucrats and Politicians at Queen's Park in developing and implementing transportation infrastructure at the municipal level, during a period of unprecedented local growth increases red tape causing administrative delays and adds financial burden reducing municipal capacity to address other pressing issues in our community; and,

Recognizing that the City, its residents, administrators and locally elected officials understand our community, its needs, its culture and strategic direction far better than people working in Queen's Park and must therefore must continue to be empowered to make decisions that respond to local needs and priorities; and,

Understanding that Active Transportation infrastructure has the dual benefit of reducing traffic congestion and improving road safety for drivers, pedestrians and cyclists alike;

That Council **DIRECT** Administration, for the reasons cited above, to express to the Government of Ontario, on its behalf, its opposition to the measures outlined in Bill 212, the so-called Reducing Gridlock and Saving You Time Act with a specific emphasis on any measure that would curtail Municipal Authority to design and implement transportation infrastructure within the City of Windsor.
Carried.

Councillors Mark McKenzie, Jo-Anne Gignac, Jim Morrison and Mayor Drew Dilkens voting nay.

16. THIRD AND FINAL READING OF THE BY-LAWS

Moved by: Councillor Kieran McKenzie
Seconded by: Councillor Mark McKenzie

That the By-laws No.1-2025 through 14-2025 having been read a first and second time be now read a third time and finally passed and that the Mayor and Clerk **BE AUTHORIZED** to sign and seal the same notwithstanding any contrary provision of the Council.

Carried.

17. PETITIONS

None presented.

18. QUESTION PERIOD

18.3 CQ 1-2025

Moved by: Councillor Renaldo Agostino
Seconded by: Councillor Fabio Costante

Decision Number: CR34/2025

That the following Council Question by Councillor Fred Francis **BE APPROVED**, and that Administration **BE DIRECTED** to proceed with the necessary actions to respond to the Council Question in the form of a written report, consistent with Council's instructions, and in accordance with Section 17.1 of the Procedure By-law 98-2011, as amended:

CQ 1-2025:

Assigned to: Commissioner, Infrastructure Services & City Engineer

Asks that Administration report back to City Council regarding the creation of a policy that reviews traffic flow and potential traffic impact on areas of the city experiencing new and/or substantial residential development, and the cost recovery methods of doing so.

Carried.

Clerk's File: ACOQ2025 & ST2025

18.4 CQ 2-2025

Moved by: Councillor Renaldo Agostino
Seconded by: Councillor Fabio Costante

Decision Number: CR35/2025

That the following Council Question by Councillor Kieran McKenzie **BE APPROVED**, and that Administration **BE DIRECTED** to proceed with the necessary actions to respond to the Council Question in the form of a written report, consistent with Council's instructions, and in accordance with Section 17.1 of the Procedure By-law 98-2011, as amended:

CQ 2-2025:

Assigned to:

Asks that Administration report back on the costs of the city undertaking Traffic Impact Analysis of private development, and whether the current fee structures are sufficient to fully recover costs associated with development that requires this level of analysis.

Carried.

Clerk's File: ACOQ2025 & ST2025

18.5 CQ 3-2025

Moved by: Councillor Renaldo Agostino

Seconded by: Councillor Fabio Costante

Decision Number: CR36/2025

That the following Council Question by Councillor Gary Kaschak **BE APPROVED**, and that Administration **BE DIRECTED** to proceed with the necessary actions to respond to the Council Question in the form of a written report, consistent with Council's instructions, and in accordance with Section 17.1 of the Procedure By-law 98-2011, as amended:

CQ 3-2025:

Assigned to: Commissioner, Infrastructure Services & City Engineer

Asks that Administration report to Council regarding adding the parking fine dollar amount to parking enforcement information signs showing the drivers the amount of the fine to be imposed if they violate the parking by-law at this location. Likely just a sticker to be attached to the sign would be proactive, sufficient, and cost effective.

Carried.

Clerk's File: ACOQ2025 & ST2025

21. ADJOURNMENT

Moved by: Councillor Fred Francis
Seconded by: Councillor Jo-Anne Gignac

That this Council meeting stand adjourned until the next regular meeting of Council or at the call of the Mayor.
Carried.

Accordingly, the meeting is adjourned at 3:40 o'clock p.m.

Mayor

City Clerk

Adopted by Council at its meeting held January 13, 2025 (CR518/2024)

SV/bm

**SPECIAL MEETING OF COUNCIL – IN CAMERA
January 13, 2025**

Meeting called to order at: 4:00 p.m.

Members in Attendance:

Mayor Drew Dilkens
Councillor Renaldo Agostino
Councillor Fabio Costante
Councillor Fred Francis
Councillor Jo-Anne Gignac
Councillor Gary Kaschak
Councillor Angelo Marignani
Councillor Kieran McKenzie
Councillor Mark McKenzie
Councillor Jim Morrison
Councillor Ed Sleiman

Also in attendance:

Joe Mancina, Chief Administrative Officer
Andrew Daher, Commissioner, Human and Health Services
David Simpson, Commissioner of Infrastructure Services/City Engineer
Janice Guthrie, Commissioner of Finance/City Treasurer
Ray Mensour, Commissioner Community and Corporate Services
Jelena Payne, Commissioner Economic Development
Steve Vlachodimos, City Clerk (leaves at 4:25 p.m.)
Anna Ciacelli, Deputy Clerk
Sandra Gebauer, Council Assistant
Wira Vendrasco, City Solicitor
Dana Paladino, Acting Senior Executive Director Corporate Services
Michael Chantler, Acting Senior Executive Director Community Services
Christopher Menard, Acting Mayor's Chief of Staff
James Chacko, Executive Director Parks, Recreation, Facilities (Item 2)
Tony Ardovini, Deputy Treasurer Financial Planning (Item 3)
Dave Soave, Manager Strategic Operating Budget (Item 3)

Natasha Gabbana, Senior Manager Asset Planning (Item 3)

Verbal Motion is presented by Councillor Renaldo Agostino, seconded by Councillor Jo-Anne Gignac, to move in Camera for discussion of the following item(s):

Item No.	Subject & Section - Pursuant to <i>Municipal Act, 2001</i>, as amended
1	Property matter – lease amendment, Section 239(2)(c)
2	Plan/property matter – negotiations, Section 239(2)(k)
3	Personal/legal matters – in-camera discussion/questions re budget issues – VERBAL, Section 239(2)(b)(d)(e)(f)(k)

Motion Carried.

Declarations of Pecuniary Interest:

Councillor Fred Francis discloses an interest and abstains from voting on Item 3 (Line 60 of the budget) as a family member is an employee of the subject organization.

Discussion on the items of business.

Verbal Motion is presented by Councillor Mark McKenzie, seconded by Councillor Ed Sleiman, to move back into public session.

Motion Carried.

**Moved by Councillor Jim Morrison, seconded by Councillor Gary Kaschak,
THAT the Clerk BE DIRECTED to transmit the recommendation(s) contained in the report(s) discussed at the In-Camera Council Meeting held January 13, 2025 directly to Council for consideration at the next Regular Meeting.**

1. That the recommendation from the Lease Administrator, Manager of Real Estate Services, City Solicitor, Acting Senior Executive Director Corporate Services, Executive Director of Parks Recreation and Facilities, Acting Senior Executive Director of Community Services, Commissioner of Community and Corporate Services, Executive Director of Engineering/Deputy City Engineer, Commissioner of Infrastructure Services/City Engineer, Manager Strategic Capital Budget Development and Control and Commission of Finance/City Treasurer respecting a property matter – lease amendment **BE APPROVED**.

2. That the recommendation from the Executive Initiatives Coordinator Community Services, Manager Development Revenue and Financial Administration, Purchasing Manager, Executive Director Parks Recreation and Facilities, Senior Executive Director Community Services, Commissioner Corporate and Community Services, City Solicitor and Commissioner of Finance/City Treasurer respecting a plan/property matter - negotiations **BE APPROVED**.

Councillors Fred Francis and Fabio Costante voting nay

3. That the in-camera verbal discussion regarding issues related to the 2025 budget **BE RECEIVED FOR INFORMATION**.

Councillor Fred Francis discloses an interest on Line 60 of the budget and abstains from discussion and voting on this item.

Motion Carried.

**Moved by Councillor Mark McKenzie, seconded by Councillor Renaldo Agostino,
That the special meeting of council held January 13, 2025 BE ADJOURNED.
(Time: 5:04 p.m.)**

Motion Carried.



Correspondence Report: CMC 2/2025

ATTACHMENTS

Subject: Correspondence for Monday, January 27, 2025 City Council Meeting

No.	Sender	Subject
7.1.1	Dillon Consulting	<p>Notice of Completion of the Environmental Project Report for the East End Transit Terminal.</p> <p style="text-align: right;">E/14921 NOTE & FILE</p>
7.1.2	City Planner / Executive Director	<p>Application for Official Plan Amendment and Zoning Amendment, Rock Developments East Windsor, 0 Catherine Street, 6412 & 6560 Tecumseh Road East, to allow for the construction of a one-storey commercial building and gas bar.</p> <p style="text-align: right;">Z/14911 & Z/14912 NOTE & FILE</p>
7.1.3	City Planner / Executive Director	<p>Application for Official Plan Amendment and Zoning Amendment, Dardevco Inc., 0 North Service Road, to permit self-storage units on a parcel that has no available full municipal infrastructure.</p> <p style="text-align: right;">Z/14865 & Z/14913 NOTE & FILE</p>
7.1.4	City Planner / Executive Director	<p>Application for Zoning By-Law Amendment, 2652184 Ontario Ltd., (Imad Najjar), 1110 Tecumseh Road East, to permit a multiple dwelling as an additional permitted use.</p> <p style="text-align: right;">Z/14916 NOTE & FILE</p>

7.1.5	City Planner / Executive Director	Application for Official Plan Amendment and Zoning Amendment, Lakefront Heights Inc., 0 Wyandotte Street East, to permit the construction of two multiple-dwelling residential towers and eighteen attached townhome-style units. Z/14914 & Z/14915 NOTE & FILE
7.1.6	City Planner / Executive Director	Application for Zoning By-Law Amendment, Home Discovery Group, 3161 Jefferson Boulevard, to allow a three-storey residential dwelling. Z/14917 NOTE & FILE
7.1.7	Committee of Adjustment	Applications to be heard by the Committee of Adjustment/Consent Authority, Thursday, January 30, 2025. Z2025 NOTE & FILE

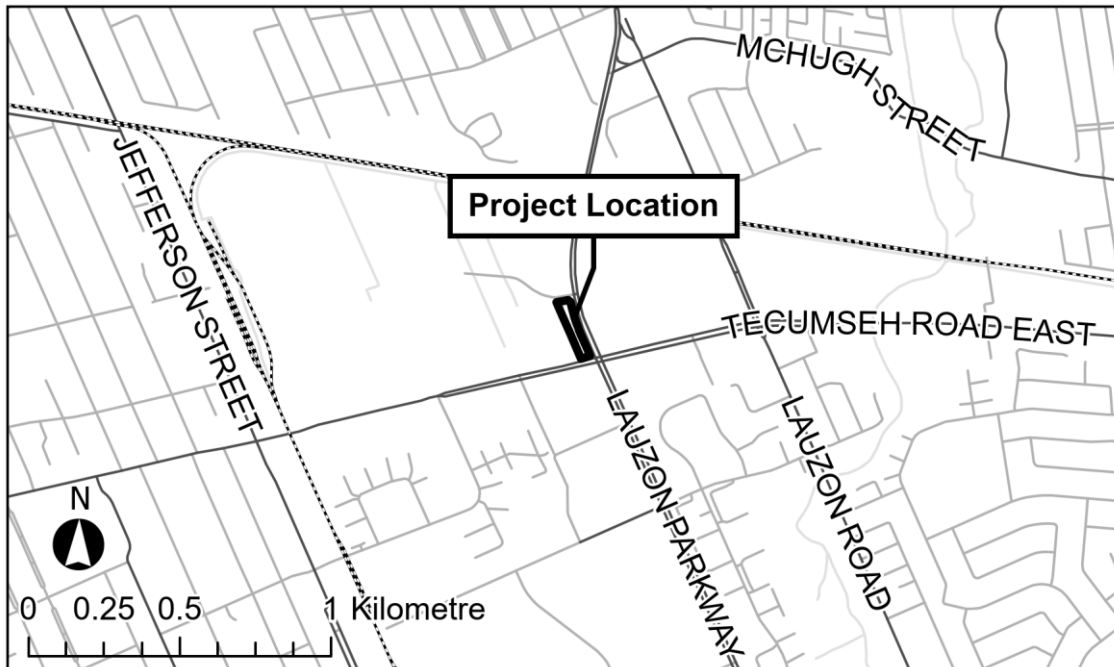


Notice of Completion of Environmental Project Report
Transit and Rail Project Assessment Process
East End Transit Terminal, City of Windsor, Ontario



The Project

The City of Windsor has completed an Environmental Project Report (EPR) in accordance with Ontario Regulation 231/08 for the East End Transit Terminal. The terminal is planned to be located at the northwest corner of the intersection of Lauzon Parkway and Tecumseh Road East, as shown on the map below.



The Process

The environmental impact of this project was assessed in accordance with the Transit and Rail Project Assessment Process as prescribed in Ontario Regulation 231/08.

The EPR for the East End Transit Terminal is now available for a 30-day review period starting **January 15, 2025** at the following locations:

1. Windsor City Hall – Front Desk
 350 City Hall Square West, Windsor, Ontario, N9A 6S1
 519-255-6211; Monday to Friday 8:30 a.m. – 4:30 p.m.
2. Windsor Family Credit Union (WFCU) Centre – Front Desk
 8787 McHugh St, Windsor, Ontario, N8S 0A1
 519-974-7979; Monday to Friday 8:00 a.m. – 8:00 p.m.
3. Project website: www.citywindsor.ca/residents/construction/environmental-assessments-master-plans/transit-and-rail-project-assessment-process-east-end-transit-terminal

Interested persons are encouraged to review the EPR and provide comments to either of the project contacts listed below by **February 14, 2025**:

Chris Patten, P.Eng., Project Manager

Dillon Consulting Limited
3200 Deziel Drive, Suite 608
Windsor, Ontario, N8W 5K8
Phone: 519-948-4243 ext. 3210
Email: cpatten@dillon.ca

Josie Liburdi, Project Coordinator

The Corporation of the City of Windsor
350 City Hall Square West, Suite 310
Windsor, Ontario, N9A 6S1
Phone: 519-255-6100 ext. 6145
Email: jliburdi@citywindsor.ca

There are circumstances where the Minister of the Environment, Conservation and Parks has the authority to require further consideration of the project or impose conditions on it. These include if the Minister is of the opinion that:

- The project may have a negative impact on a matter of provincial importance that relates to the natural environment or has cultural heritage value or interest; or,
- The project may have a negative impact on a constitutionally protected Aboriginal or treaty right.

Before exercising the authority referred to above, the Minister is required to consider any written objections to the project that he or she may receive within 30 days after the Notice of Completion of the Environmental Project Report is first published.

If you have discussed your issues with the proponent and you object to the project, you can provide a written submission to the Minister of the Environment, Conservation and Parks no later than **February 14, 2025** to the address provided below. All submissions must clearly indicate that an objection is being submitted and describe any negative impacts to matters of provincial importance (natural/cultural environment) or Aboriginal rights.

Environmental Assessment Branch

Ministry of the Environment, Conservation and Parks
135 St. Clair Avenue West
Toronto, Ontario, M4V 1P5
Attention: Cindy Batista, Project Officer
Phone: 416-314-8001/1-800-461-6290
Fax: 416-314-8452
Email: EABDirector@ontario.ca

If not already provided, a copy of the objection will be forwarded to the proponent by the ministry.

All personal information included in a submission – such as name, address, telephone number and property location – is collected, maintained, and disclosed by the Ministry of the Environment for the purpose of transparency and consultation. The information is collected under the authority of the *Environmental Assessment Act* or is collected and maintained for the purpose of creating a record that is available to the general public as described in section 37 of the *Freedom of Information and Protection of Privacy Act*. Personal information you submit will become part of a public record that is available to the general public unless you request that your personal information remain confidential. For more information, contact the Ministry of the Environment, Conservation and Parks (MECP) Freedom of Information and Privacy Coordinator.

Pour des renseignements en français veuillez communiquer avec Matthieu Barnier, 519-354-7868, poste 3301.

PLANNING AND DEVELOPMENT SERVICES

Memo

To: City Clerk
From: City Planner/Executive Director
Date: January 3, 2025
Subject: TRANSMITTAL OF NEW FILE
Our File Number: OPA 192 OPA/7265 & Z-042/24 ZNG/7264
RE: Application For: (X) Zoning Amendment (X) Official Plan Amendment
() Part Lot Control () Draft Plan of Subdivision/Condominium

Applicant: ROCK DEVELOPMENTS EAST WINDSOR INC.
Location: 0 CATHERINE ST., 6412 & 6560 TECUMSEH RD. E.
Description: Application to amend the City of Windsor Official Plan and Zoning By-law 8600 changing the land use designation and zoning of the subject lands to allow a range of commercial uses as an additional permitted use to allow for the construction of a one-storey commercial building and gas bar.

The OFFICIAL PLAN AMENDMENT and ZONING BY-LAW AMENDMENT applications submitted on DECEMBER 23, 2024 by ROCK DEVELOPMENTS EAST WINDSOR for 0 CATHERINE ST., 6412 & 6560 TECUMSEH RD. E. has been deemed complete on JANUARY 3, 2025.

Enclosures:

- (X) 1 copy of Application Form
- () 1 copy of Drawings
- () 1 copy of Site Plan



Neil Robertson, MCIP, RPP
City Planner/Executive Director

NR/nm

January 3, 2025

Pillon Abbs Inc.
c/o Tracey Pillon-Abbs
23669 Prince Albert Rd.
Chatham, ON N7M 5J7

Dear Agent,

Re: ZONING BY-LAW AMENDMENT & OFFICIAL PLAN AMENDMENT APPLICATIONS

APPLICANT: ROCK DEVELOPMENTS EAST WINDSOR INC.

LOCATION: 0 CATHERINE ST., 6412 & 6560 TECUMSEH RD. E.

FILE NO.: Z-042/24 [ZNG/7264] & OPA 192 [OPA/7265]

I acknowledge receipt of a Zoning By-law Amendment Application. Per the delegation authority in By-Law 139-2013, the required information and material submitted on December 23, 2024 was deemed COMPLETE on January 3, 2025. Processing has begun.

You will be advised prior to the Development & Heritage Standing Committee and Council meetings of the position of Planning & Development Services on the application and the dates of the public meetings.

Please email me at aszymczak@citywindsor.ca, if you have any questions.

Sincerely,



Adam Szymczak
Senior Planner – Development Review

AS/nm

OFFICIAL PLAN AMENDMENT APPLICATION

INSTRUCTIONS

Verify that you are using the most current application form.

- Section 1: Before this application can be submitted, you must complete both Stage 1 and Stage 2 Planning Consultation Applications.
- Section 2: During the Stage 2 process, any required studies must be completed and submitted for review and comment. The final studies for Stage 2 must be included with this application and the proposal must remain unchanged.
- Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, agent, and registered owner. If any of these are a corporation, provide the full corporate name. Include the full name of the contact person. If there is more than one person, corporation, or registered owner, use additional sheets.
- Section 4: Indicate if you are submitting companion applications with this application. Please note that an application to amend the Zoning By-law or an application for Plan of Subdivision/Condominium are the only applications that will be accepted for processing concurrently with an Official Plan Amendment.
- Section 5: Provide information about the subject land. This information is used to determine or confirm supporting information requirements and to assist in the review of the application.
- Section 6: Describe the amendment and answer all questions. If some of this information is in a Planning Rationale Report, check the box beside "See Planning Rationale Report".
- Section 7: Provide details about any other Planning Act applications by the applicant for the subject land or any land within 120 metres.
- Section 8: Provide information about water service and sanitary sewage disposal.
- Section 9: Complete this section using the information provided in the Planning Consultation Stage 2 letter.
- Section 10: Explain your proposed strategy for consulting with the public with respect to the application.
- Section 11: Complete and sign in the presence of a Commissioner of Taking Affidavits.
- Schedules: Read and complete Schedule A in full and sign.

Submit application form, supporting information, and application fee to the Senior Steno Clerk at Planning & Development Services, Suite 210, 350 City Hall Square West, Windsor ON N9A 6S1 or planningdept@citywindsor.ca.

Any timelines noted in this application form are subject to change.

The application is reviewed to ensure all prescribed information and the required fee have been submitted. Within 30 days of the receipt of the application, the applicant will be notified in writing that the application is deemed complete. If deemed incomplete, the application and fee will be returned. If deemed complete, the application fee is not refundable.

The applicant, agent and all other interested parties will be notified by Council Services of the date, time, and location of the Development & Heritage Standing Committee (DHSC) meeting and the Council meeting.

An application will be terminated without notice after 60 days of inactivity.

DATE RECEIVED STAMP

CONTACT INFORMATION

Planning & Development Services
Suite 210
350 City Hall Square West
Windsor ON N9A 6S1

Telephone: 519-255-6543
Fax: 519-255-6544
Email: planningdept@citywindsor.ca
Web Site: www.citywindsor.ca

OFFICIAL PLAN AMENDMENT APPLICATION

1. PLANNING CONSULTATION – Completion of Stage 2

Planning Consultation (Stage 2 Application) must be completed before this application can be submitted.

Has the Planning Consultation Stage 2 Application been completed?

NO YES File Number: PC- 090/24

Staff Use Only

Signature of Staff Planner		Date of Consultation	
<input type="checkbox"/> Jim Abbs	<input type="checkbox"/> Kevin Alexander	<input type="checkbox"/> Tracy Tang	<input type="checkbox"/> Frank Garardo
<input type="checkbox"/> Brian Nagata	<input type="checkbox"/> Justina Nwaesei	<input type="checkbox"/> Simona Simion	<input type="checkbox"/> Laura Strahl
<input type="checkbox"/> Adam Szymczak	<input type="checkbox"/> _____		

2. REQUIRED SUPPORTING INFORMATION as Identified in the Planning Consultation Stage 2 Process:

For each document, provide one paper copy, and where possible, one digital copy on a USB flash drive or by email. All drawings or plans shall be in letter size (8.5 x 11 inches) in JPG and PDF format. All other document shall be provided in Word and PDF format. Please ensure that all PDF documents are 'flattened' and contain no layers.

The City of Windsor reserves the right to require additional supporting information during the processing of the application. All supporting information submitted is made available for public review.

If you are submitting a companion application submit only one set of documents.

<input checked="" type="checkbox"/> Deed or Offer to Purchase	<input checked="" type="checkbox"/> Corporation Profile Report	<input checked="" type="checkbox"/> Site Plan Conceptual	<input checked="" type="checkbox"/> Sketch of Subject Land
<input type="checkbox"/> Archaeological Assessment – Stage 1	<input type="checkbox"/> Built Heritage Impact Study	<input checked="" type="checkbox"/> Environmental Evaluation Report	<input checked="" type="checkbox"/> Environmental Site Assessment
<input checked="" type="checkbox"/> Floor Plan and Elevations	<input checked="" type="checkbox"/> Geotechnical Study	<input type="checkbox"/> Guideline Plan	<input type="checkbox"/> Lighting Study
<input type="checkbox"/> Market Impact Assessment	<input type="checkbox"/> Micro-Climate Study	<input type="checkbox"/> Noise Study	<input checked="" type="checkbox"/> Planning Rationale Report
<input type="checkbox"/> Record of Site Condition <i>(see Schedule E)</i>	<input checked="" type="checkbox"/> Sanitary Sewer Study	<input checked="" type="checkbox"/> Species at Risk Screening	<input checked="" type="checkbox"/> Storm Sewer Study
<input checked="" type="checkbox"/> Storm Water Retention Scheme	<input checked="" type="checkbox"/> Topographic Plan of Survey	<input type="checkbox"/> Transportation Impact Statement	<input checked="" type="checkbox"/> Transportation Impact Study
<input type="checkbox"/> Tree Preservation	<input type="checkbox"/> Tree Survey Study	<input type="checkbox"/> Urban Design Study	<input type="checkbox"/> Vibration Study
<input type="checkbox"/> Wetland Evaluation Study	Other Required Information: _____		

OFFICIAL PLAN AMENDMENT APPLICATION

3. APPLICANT, REGISTERED OWNER AND AGENT INFORMATION

Provide in full the name of the applicant, registered owner and agent, the name of the contact person, and address, postal code, phone number, fax number and email address.

If the applicant or registered owner is a numbered company, provide the name of the principals of the company. If there is more than one applicant or registered owner, copy this page, complete in full and submit with this application.

All communication is with the Agent authorized by the Owner to file the application. If there is no Agent, all communication is with the Applicant.

Applicant

Name: Rock Developments East Windsor Inc. Contact: Rocco Tullio
Name of Contact Person

Address: 19 Amy Croft Dr, Lakeshore, ON

Address: Unit 201 Postal Code: N9K 1C7

Phone: 519-739-3900 Fax: _____

Email: rtullio@rockdevelopments.ca

Registered Owner Same as Applicant

Name: GEM Properties Inc. & The Hearn Group Inc. Contact: See Attached Corporate Profiles
Name of Contact Person

Address: _____

Address: _____ Postal Code: _____

Phone: _____ Fax: _____

Email: _____

Agent Authorized by the Owner to File the Application (Also complete Section A1 of Schedule A)

Name: Pillon Abbs Inc. Contact: Tracey Pillon-Abbs, RPP
Name of Contact Person

Address: 23669 Prince Albert Rd., Chatham, ON

Address: _____ Postal Code: N7M 5J7

Phone: 226-340-1232 Fax: _____

Email: tracey@pillonabbs.ca

4. COMPANION APPLICATIONS

Are you submitting a companion Zoning Amendment application? NO YES

Are you submitting a companion Plan of Subdivision/Condominium application? NO YES

Please note that if a development proposal requires site plan approval, that application can only be submitted after the zoning amendment has been considered by City Council and the appeal period has concluded.

OFFICIAL PLAN AMENDMENT APPLICATION

5. SUBJECT LAND INFORMATION

Municipal Address 0 Catherine St, 6412 Tecumseh Rd E and 6560 Tecumseh Rd E

Legal Description See attached parcel abstracts

Assessment Roll Number 01585-0330, 01585-0095 and 01585-0105

Frontage (m) 22 m (Catherine St) Depth (m) Irregular Area (sq m) Approx 16.99 ha

Current Official Plan Designation Mixed Use Centre and Business Park

What land uses are permitted by the Official Plan Designation? commercial and industrial uses

6. DESCRIPTION OF OFFICIAL PLAN AMENDMENT (OPA)

Name of Official Plan proposed to be amended: *The City of Windsor Official Plan*

Amendment to Official Plan from Mixed Use Centre and Business Park to Business Park

Purpose of the proposed OPA: To permit large scale commercial uses, such as retail, fuel station and restaurants in addition to the permitted uses in the Business Park designation.

What land uses will the proposed official plan amendment (OPA) authorize? See attached PRR for details

Does the proposed OPA change, replace or delete a policy in the Official Plan? No Yes

If yes, the policy to be changed, replaced or deleted: _____

Does the proposed OPA add a policy to the Official Plan? No Yes

OFFICIAL PLAN AMENDMENT APPLICATION

6. DESCRIPTION OF OFFICIAL PLAN AMENDMENT (OPA) - Continued

Does the proposed OPA change or replace a designation in the Official Plan? No Yes

If yes, the designation to be changed or replaced: See attached PRR for details

If a policy is being changed, replaced or deleted or if a policy is being added, the text of the proposed OPA:

Not Applicable See Planning Rationale Report See Attached

If the proposed OPA changes or replaces a schedule in the Official Plan, the requested schedule and the text that accompanies it:

Not Applicable See Planning Rationale Report See Attached

If the proposed OPA alters all or any part of the boundary of an area of a settlement or establishes a new area of settlement, the current official policies, if any, dealing with the alteration or establishment of an area of settlement:

Not Applicable See Planning Rationale Report See Attached

If the proposed OPA removes the subject land from an area of employment, the current Official Plan policies, if any, dealing with the removal of land from an area of employment:

Not Applicable See Planning Rationale Report See Attached

Explain how the proposed OPA is consistent with the Provincial Policy Statement:

See Planning Rationale Report See Attached

OFFICIAL PLAN AMENDMENT APPLICATION

7. OTHER APPLICATION INFORMATION

Is the subject land or land within 120 metres the subject of an application by the applicant under the Planning Act for:

A Minor Variance or Consent? No Yes

File number: _____ Status: To be submitted

Approval authority: _____

Affected lands: All subject lands

Purpose of Minor Variance or Consent: Consent to assemble and sever the land for development

Effect on the proposed OPA: No effect

An amendment to an Official Plan, a Zoning By-law or a Minister's Zoning Order? No Yes

File number: _____ Status: To be submitted

Approval authority: _____

Affected lands: All subject lands

Purpose of OP or ZBL amendment or Zoning Order: To rezone the lands to CD2.1 to permit the proposed development.

Effect on the proposed OPA: No effect

Approval of a plan of subdivision or a site plan? No Yes

File number: _____ Status: _____

Approval authority: _____

Affected lands: _____

Purpose of plan of subdivision or site plan: _____

Effect on the proposed OPA: _____

OFFICIAL PLAN AMENDMENT APPLICATION

8. WATER & SANITARY SEWAGE DISPOSAL

WATER – Indicate whether water will be provided to the subject land by:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Publicly owned & operated piped water system | <input type="checkbox"/> A lake or other water body |
| <input type="checkbox"/> Privately owned & operated individual well | <input type="checkbox"/> Other means: _____ |
| <input type="checkbox"/> Privately owned & operated communal well | |

SANITARY - Indicate whether sanitary sewage disposal will be provided to the subject land by:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Publicly owned & operated sanitary sewage system | <input type="checkbox"/> A privy |
| <input type="checkbox"/> Privately owned & operated individual septic system | <input type="checkbox"/> Other means: _____ |
| <input type="checkbox"/> Privately owned & operated communal septic system | |

If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4500 litres of effluent would be produced per day as a result of the development being completed submit a Servicing Options Report and a Hydrogeological Report.

9. TYPE OF AMENDMENT, APPLICATION FEE & OTHER FEES

TYPE OF OFFICIAL PLAN AMENDMENT (OPA)

The amendment type and corresponding application fees are identified in the Planning Consultation Stage 2 process. Fees may be subject to change and are not refundable once the application is deemed complete. Method of payment: Cash, Mastercard, Visa or Certified Cheque or Personal Cheque payable to The Corporation of the City of Windsor. If paying by Mastercard or Visa, contact the Senior Steno Clerk for further direction at planningdept@citywindsor.ca or 519-255-6543.

Minor OPA: A minor revision to the text of the Official Plan or a Site Specific Policy direction.

Major OPA: A change from one land use designation to another land use designation, a change to any Schedule in the City of Windsor Official Plan, or any other amendment not described above.

APPLICATION FEE

	<i>Code</i>	<input type="checkbox"/> Minor OPA	<input checked="" type="checkbox"/> Major OPA
Base Fee	63003	\$2,258.40	\$8,112.35
GIS Fee	63024	+ \$50.00	+ \$50.00
Essex Region Conservation Authority Fee	53023	+ <u>\$200.00</u>	+ <u>\$300.00</u>
Total Application Fee		= \$2,508.40	= \$8,462.35

The following fees are provided for information purposes. They are not due at this time but may be assessed depending on the type(s) of applications associated with the development proposal

OTHER FEES

Re-Notification/Deferral Fee 53016 \$2,258.40

Required when an applicant requests a deferral after notice of a public meeting has been given.

Ontario Land Tribunal (OLT) Appeal Fee \$1,100.00

An appeal is made through Council Services (519-255-6211 or clerks@citywindsor.ca). Fees, forms, and processes are subject to change. Visit <https://olt.gov.on.ca> for additional information.

OFFICIAL PLAN AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgement

A1. Authorization of Registered Owner for Agent to Make the Application

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

I, The Hearn Group Inc. (DBS-Hearn Inc.), am the registered owner of the land that is
name of registered owner

subject of this application for an amendment to the City of Windsor Official Plan and I authorize

Pillon Abbs Inc. to make this application on my behalf.
name of agent

X 

Signature of Registered Owner

October 10, 2024

Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, The Hearn Group Inc. (DBS-Hearn Inc.), hereby authorize the Development and Heritage Standing Committee, City Council, and staff of The Corporation of the City of Windsor to enter upon the subject lands and premises described in Section 5 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject lands that may be required as condition of approval. This is their authority for doing so.

X 

Signature of Registered Owner

October 10, 2024

Date

If Corporation – I have authority to bind the corporation

SCHEDULE A CONTINUES ON NEXT PAGE

OFFICIAL PLAN AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgement

A1. Authorization of Registered Owner for Agent to Make the Application

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

I, Michael Papp / Sam Properties Inc, am the registered owner of the land that is
name of registered owner

subject of this application for an amendment to the City of Windsor Official Plan and I authorize

Pillon Abbs Inc.

to make this application on my behalf.

name of agent

X 

Signature of Registered Owner

10/10/24

Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, Michael Papp, hereby authorize the Development and Heritage Standing Committee, City Council, and staff of The Corporation of the City of Windsor to enter upon the subject lands and premises described in Section 5 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject lands that may be required as condition of approval. This is their authority for doing so.

X 

Signature of Registered Owner

10/10/24

Date

If Corporation – I have authority to bind the corporation

SCHEDULE A CONTINUES ON NEXT PAGE

OFFICIAL PLAN AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements - Continued

A3. Acknowledgements

Receipt, Fees, Additional Information, Termination, and Freedom of Information

I acknowledge that receipt of this application by the City of Windsor does not guarantee it to be a complete application, that further review of the application will occur, and I may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted.

I further acknowledge that once the application is deemed complete, fees are not refundable, additional information may be requested, and that after 60 days of inactivity the City of Windsor may terminate the application without notice.

I further acknowledge that pursuant to the provisions of the Planning Act and the Municipal Freedom of Information and Protection of Privacy Act, this application and all material and information provided with this application are made available to the public.

Species at Risk

Ontario's *Endangered Species Act* protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

I acknowledge that it is my sole responsibility as the Applicant to comply with the provisions of the *Endangered Species Act, 2007, S. O. c.6*. This could require me to register an activity, get a permit or other authorization from the Ministry of the Environment, Conservation and Parks (MECP) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any *Planning Act, R.S.O. 1990, c.P.13* approval given by the City of Windsor does not constitute an approval under the *Endangered Species Act*, nor does it absolve me from seeking the necessary authorization, approvals or permits from the MECP prior to conducting any activity that may affect endangered or threatened plant or animal or its habitat.

Additional information can be found at:

<https://www.ontario.ca/page/development-and-infrastructure-projects-and-endangered-or-threatened-species>

or by contacting MECP at SAROntario@ontario.ca

Acknowledgement

I acknowledge that I have read and understand the above statements:

X



Signature of Applicant or Agent

December 19, 2024

Date

END OF SCHEDULE A

OFFICIAL PLAN AMENDMENT APPLICATION

DO NOT COMPLETE BELOW – STAFF USE ONLY

Receipt and Assignment of Application		Date Received Stamp
This application has been assigned to:		
<input type="checkbox"/> Adam Szymczak (AS)	<input type="checkbox"/> Brian Nagata (BN)	
<input type="checkbox"/> Frank Garardo (FG)	<input type="checkbox"/> Tracy Tang (TT)	
<input type="checkbox"/> Jim Abbs (JA)	<input type="checkbox"/> Justina Nwaesei (JN)	
<input type="checkbox"/> Kevin Alexander (KA)	<input type="checkbox"/> Laura Strahl (LS)	
<input type="checkbox"/> Simona Simion (SS)	<input type="checkbox"/> _____	

Complete Application		
This application is deemed complete on _____ <p style="text-align: center;"><i>Date</i></p>		
_____ <p style="text-align: center;"><i>Signature of Delegated Authority</i></p>		
<input type="checkbox"/> Neil Robertson, MCIP, RPP Manager of Urban Design	<input type="checkbox"/> Greg Atkinson, MCIP, RPP Manager of Development	<input type="checkbox"/> Thom Hunt, MCIP, RPP City Planner & Executive Director

Internal Information			
Fee Paid: \$ _____	Receipt No: _____	Date: _____	
Payment Type: <input type="checkbox"/> Cash	<input type="checkbox"/> Certified Cheque	<input type="checkbox"/> Credit Card	<input type="checkbox"/> Personal Cheque
NEW File No. OPA/ _____			
Previous OPA File No. OPA/ _____			
Related Zoning File No. ZNG/ _____			
Other File Numbers: _____			
Notes: _____			

THIS IS THE LAST PAGE OF THE APPLICATION FORM

ZONING BY-LAW AMENDMENT APPLICATION

INSTRUCTIONS

Verify that you are using the most current application form.

- Section 1: Before this application can be submitted, you must complete both Stage 1 and Stage 2 Planning Consultation Applications.
- Section 2: During the Stage 2 process, any required studies must be completed and submitted for review and comment. The final studies for Stage 2 must be included with this application and the proposal must remain unchanged.
- Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, agent, and registered owner. If any of these are a corporation, provide the full corporate name. Include the full name of the contact person. If there is more than one person, corporation, or registered owner, use additional sheets.
- Section 4: Indicate if you are submitting other companion applications with this application. Please note that an application to amend the Official Plan or an application for Plan of Subdivision/Condominium are the only applications that will be accepted for processing concurrently with a Zoning Amendment.
- Section 5: Provide information about the subject land. This information is used to determine supporting information requirements and to assist in the review of the application.
- Section 6: Indicate the amendment, proposed uses and describe the nature and extent of the amendment being requested. Indicate why the amendment is being requested and how it is consistent with the Provincial Policy Statement and conforms to the City of Windsor Official Plan.
- Section 7: If there are any existing buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows this information.
- Section 8: If you propose to build any buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows the information.
- Section 9: Indicate how the property is accessed. Check all boxes that apply.
- Section 10: Provide information about water service, sanitary sewage disposal, and storm drainage.
- Section 11: Provide a sketch of the subject land showing, in metric units, the items listed or indicate if this information is provided on an existing plan or a conceptual site plan.
- Section 12: Please refer to the Stage 2 Planning Consultation letter for details regarding the fees needing to be paid.
- Section 13: Explain your proposed strategy for consulting with the public with respect to the application.
- Section 14: Complete and sign in the presence of a Commissioner of Taking Affidavits.
- Other: Read, complete in full, and sign Schedules A & E.

Submit application form, supporting information, and application fee to Senior Steno Clerk at Planning & Development Services, Suite 210, 350 City Hall Square West, Windsor ON N9A 6S1 or planningdept@citywindsor.ca

TYPE OF REZONING AMENDMENT

DATE RECEIVED STAMP

The type of amendment is stated in the Stage 2 Consultation letter.

Minor Zoning Amendment:

- Site zoned commercial, institutional, or manufacturing
 - Addition to the list of permitted uses
- Site already zoned
 - Change to existing regulations or to zoning district boundary to match lot lines
- Site designated in the Official Plan for residential use
 - Rezoning to accommodate a maximum of six dwelling units
- Site designated in the Official Plan for the proposed use other than residential
 - Site-specific zoning for a site with a lot area of less than 1,000.0 m²

Major Zoning Amendment: Any other amendment not listed as minor.

ZONING BY-LAW AMENDMENT APPLICATION

ZONING BY-LAW AMENDMENT PROCESS

The application will be terminated without notice after 60 days of inactivity. The following is for your information only. Review the Planning Act and relevant regulations for statutory requirements. The processing of the application is subject to change. Direct all questions to the assigned Planner. The process is generally as follows:

1. The application is reviewed to ensure all prescribed and required information and the fee have been submitted. Within 30 days of the receipt of the application, you will be notified in writing that the application is deemed incomplete or complete.
2. If deemed incomplete, the application and fee will be returned. If deemed complete, fees are not refundable, the application is circulated to departments and external agencies for review and comment, and all submitted documents are made available to the public.
3. Following circulation, a draft staff report containing a recommendation and any conditions is prepared. The City Planner and other staff review the draft staff report.
4. When the staff report is approved by appropriate municipal staff, it will be scheduled for a future meeting of the Development and Heritage Standing Committee (DHSC).
5. The DHSC meeting is the public meeting required by the Planning Act. Public notice of the DHSC meeting is advertised in the Windsor Star, a local newspaper, at least 20 days in advance of the DHSC meeting. A courtesy notice may be mailed to property owners and/or tenants within 120 metres or more of the subject land.
6. 10 days prior to the DHSC meeting, the staff report is circulated to the applicant and DHSC members and made available to the public. All supporting documentation submitted by the applicant is available for review.
7. At the DHSC meeting, a staff planner may make a presentation. The applicant and other parties have an opportunity to provide verbal and/or written submissions. The DHSC may ask questions of staff, the applicant, agent, and other parties. The DHSC may decide to defer or recommend approval or denial of the application.
8. If deferred, the application along with any additional information or a new staff report will be considered at a future DHSC meeting. If recommended for approval or denial, the staff report, the minutes of the DHSC meeting, and the amending by-law are forwarded to City of Windsor Council for consideration at a future date. The applicant, agent and all interested parties will be notified by Council Services of the date, time, and location of the Council meeting. Call 311 or contact Council Services at 519-255-6211 or clerks@citywindsor.ca.
9. The application may be placed on the Consent Agenda of the Council Meeting, a part of the meeting where Council approves several matters with a single motion. If the application is not on the Consent Agenda, the staff planner may introduce the application, review the staff recommendation and any additional information provided to Council, and advise Council of any differences between the staff and DHSC recommendations. The applicant and other interested parties have an opportunity to make verbal and/or written submissions. Council may decide to approve, deny, or defer the application. If Council approves the application, the amending by-law may be approved at the same Council meeting, otherwise it will be approved at a future Council meeting.
10. When the amending by-law is passed, Council Services will mail a notice of the passing of the amending by-law to property owners and various public agencies within 15 days. There is a 20-day appeal period commencing the day after this notice is given. The notice will include the last day to file an appeal. An appeal is made to the Ontario Land Tribunal (OLT) through Council Services. If no appeal is filed, the amending by-law is final and binding as of the date of Council's passing of the by-law. Contact Council Services at 519-255-6211 or clerks@citywindsor.ca.
11. If the rezoning is subject to a holding symbol, it is the responsibility of the property owner to satisfy the conditions to remove the holding symbol, to apply, and to pay the fee to remove the holding symbol.

CONTACT INFORMATION

Planning & Development Services
Suite 210
350 City Hall Square West
Windsor ON N9A 6S1

Telephone: 519-255-6543
Fax: 519-255-6544
Email: planningdept@citywindsor.ca
Web Site: www.citywindsor.ca

ZONING BY-LAW AMENDMENT APPLICATION

1. PLANNING CONSULTATION – Completion of Stage 2

Planning Consultation (Stage 2 Application) must be completed before this application can be submitted.

Has the Planning Consultation Stage 2 Application been completed? NO YES File Number: PC-090-/24

Staff Use Only

Signature of Staff Planner	Date of Consultation
<input type="checkbox"/> Jim Abbs <input type="checkbox"/> Brian Nagata <input type="checkbox"/> Adam Szymczak	<input type="checkbox"/> Kevin Alexander <input type="checkbox"/> Justina Nwaesei <input type="checkbox"/> _____
<input type="checkbox"/> Tracy Tang	<input type="checkbox"/> Frank Garardo <input type="checkbox"/> Laura Strahl

2. REQUIRED SUPPORTING INFORMATION as Identified in the Planning Consultation Stage 2 Process:

For each document, provide one paper copy, and where possible, one digital copy on a USB flash drive or by email. All drawings or plans shall be in letter size (8.5 x 11 inches) in JPG and PDF format. All other document shall be provided in Word and PDF format. **All PDF documents shall be flattened with no layers.**

The City of Windsor reserves the right to require additional supporting information during the processing of the application. All supporting information submitted is made available for public review.

If you are submitting a companion application submit only one set of documents.

Staff Use Only

<input checked="" type="checkbox"/> Deed or Offer to Purchase	<input checked="" type="checkbox"/> Corporation Profile Report	<input checked="" type="checkbox"/> Site Plan Conceptual <i>(see Section 8)</i>	<input checked="" type="checkbox"/> Sketch of Subject Land <i>(see Section 11)</i>
<input type="checkbox"/> Archaeological Assessment – Stage 1	<input type="checkbox"/> Built Heritage Impact Study	<input checked="" type="checkbox"/> Environmental Evaluation Report	<input checked="" type="checkbox"/> Environmental Site Assessment
<input checked="" type="checkbox"/> Floor Plan and Elevations	<input checked="" type="checkbox"/> Geotechnical Study	<input type="checkbox"/> Guideline Plan	<input type="checkbox"/> Lighting Study
<input type="checkbox"/> Market Impact Assessment	<input type="checkbox"/> Micro-Climate Study	<input type="checkbox"/> Noise Study	<input checked="" type="checkbox"/> Planning Rationale Report
<input type="checkbox"/> Record of Site Condition <i>(see Schedule E)</i>	<input checked="" type="checkbox"/> Sanitary Sewer Study	<input checked="" type="checkbox"/> Species at Risk Screening	<input type="checkbox"/> Storm Sewer Study
<input checked="" type="checkbox"/> Storm Water Retention Scheme	<input checked="" type="checkbox"/> Topographic Plan of Survey	<input type="checkbox"/> Transportation Impact Statement	<input checked="" type="checkbox"/> Transportation Impact Study
<input type="checkbox"/> Tree Preservation	<input type="checkbox"/> Tree Survey Study	<input type="checkbox"/> Urban Design Study	<input type="checkbox"/> Vibration Study
<input type="checkbox"/> Wetland Evaluation Study	Other Required Information: _____		

ZONING BY-LAW AMENDMENT APPLICATION

3. APPLICANT, REGISTERED OWNER, AND AGENT INFORMATION

Provide in full the name of the applicant, registered owner, and agent, the name of the contact person, and address, postal code, phone number, fax number and email address.

If the applicant or registered owner is a numbered company, provide the name of the principals of the company. If there is more than one applicant or registered owner, copy this page, complete in full and submit with this application.

All communication is with the Agent authorized by the Owner to file the application. If there is no Agent, all communication is with the Applicant.

Applicant

Name: Rock Developments East Windsor Inc. Contact: Rocco Tullio
Name of Contact Person

Address: 19 Amy Croft Dr, Lakeshore, ON

Address: Unit 201 Postal Code: N9K 1C7

Phone: 519-739-3900 Fax: _____

Email: rtullio@rockdevelopments.ca

Registered Owner Same as Applicant

Name: GEM Properties Inc. & The Hearn Group Inc. Contact: See Attached Corporate Profiles
Name of Contact Person

Address: _____

Address: _____ Postal Code: _____

Phone: _____ Fax: _____

Email: _____

Agent Authorized by the Owner to File the Application (Also complete Section A1 in Schedule A)

Name: Pillon Abbs Inc. Contact: Tracey Pillon-Abbs, RPP
Name of Contact Person

Address: 23669 Prince Albert Rd., Chatham, ON

Address: _____ Postal Code: N7M 5J7

Phone: 226-340-1232 Fax: _____

Email: tracey@pillonabbs.ca

4. COMPANION APPLICATIONS

Are you submitting a companion Official Plan Amendment application? NO YES

Are you submitting a companion Plan of Subdivision/Condominium application? NO YES

Please note that if a development proposal requires site plan approval, that application can only be submitted after the zoning amendment has been considered by City Council and the appeal period has concluded.

ZONING BY-LAW AMENDMENT APPLICATION

5. SUBJECT LAND INFORMATION

Municipal Address 0 Catherine St, 6412 Tecumseh Rd E and 6560 Tecumseh Rd E

Legal Description See attached parcel abstracts

Assessment Roll Number 01585-0330, 01585-0095 and 01585-0105

If known, the date the subject land was acquired by the current owner: _____

Frontage (m) 22 m (Catherine St) Depth (m) Irregular Area (sq m) Approx 16.99 ha

Official Plan Designation Currently Mixed Use Centre and Business Park

Current Zoning Currently Commercial District CD2.1 and Holding Manufacturing District HMD1.4

Existing Uses Currently vacant

If known, the lengths of time that the existing uses have continued: Unknown

Previous Uses Agricultural and vacant land

List the names and addresses of the holders of any mortgages, charges, or other encumbrances in respect of the subject land:

None

Are there any easements or restrictive covenants affecting the subject lands? NO YES

If yes, describe the easement or restrictive covenant and its effect:

TBD

If known, has the subject land ever been subject of: *(leave blank if unknown)*

An application for a Plan of Subdivision or Consent: NO YES File: _____

An application for an amendment to a Zoning By-law: NO YES File: _____

An application for approval of a Site Plan: NO YES SPC- _____

A Minister's Zoning Order (Ontario Regulation): NO YES OR#: _____

ZONING BY-LAW AMENDMENT APPLICATION

6. DESCRIPTION OF AMENDMENT

Amendment to Zoning By-law from: CD 2.1 and HMD1.4

to: CD 2.1 - S.20(1)XXX)

Proposed uses of subject land: Proposed commercial use (see attached PRR for details).
SWM facility to be rezoned to GD1.5.

Describe the nature and extent of the amendment(s) being requested:

The ZBA will allow for the proposed commercial uses in addition to the current MD1.4 uses.

Sensitive land uses including child care centre and tourist home will not be included in the list of permitted uses.

Relief from specific regulations is not being requested.

Why is this amendment or these amendments being requested?

The reason is provide commercial uses that are appropriate for the subject lands.

Explain how the amendment to the Zoning By-law is consistent with the Provincial Policy Statement:

See Planning Rationale Report _____

Explain how the application conforms to the City of Windsor Official Plan:

See Planning Rationale Report _____

If this application is to remove land from an area of employment, details of the official plan or official plan amendment that deals with this matter:

See Planning Rationale Report See Official Plan Amendment

ZONING BY-LAW AMENDMENT APPLICATION

7. EXISTING BUILDINGS / STRUCTURES ON SUBJECT LAND

Are there any buildings or structures on the subject land?

- NO Continue to Section 8
- YES Indicate the type of building or structure, the date of construction (if known), and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure and its dimensions or floor area.
 - See attached Existing Plan or Sketch of Subject Land

8. PROPOSED BUILDINGS / STRUCTURES ON SUBJECT LAND

Do you propose to build any buildings or structures on the subject land?

- NO Continue to Section 9
- YES Indicate the type of building or structure and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure, and its dimensions or floor area.
 - See attached concept plan

ZONING BY-LAW AMENDMENT APPLICATION

9. ACCESS TO SUBJECT LAND

Indicate if access to subject land is by: *(check all that apply)*

- Municipal Road Provincial Highway Another public road or a right-of-way
- Water - If access to the subject land is by water only, describe the parking and docking facilities used or to be used and provide the approximate distance in metric of these facilities from the subject land and the nearest public road:

10. WATER, SANITARY SEWAGE AND STORM DRAINAGE

WATER – Indicate whether water will be provided to the subject land by:

- Publicly owned & operated piped water system
- Privately owned & operated individual well
- Privately owned & operated communal well
- Other _____

SANITARY - Indicate whether sewage disposal will be provided to the subject land by:

- Publicly owned & operated sanitary sewage system
- Privately owned & operated individual septic system - See Note below
- Privately owned & operated communal septic system - See Note below
- Other _____

Note: If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4,500 litres of effluent would be produced per day as a result of the development being completed, you must submit a Servicing Options Report and a Hydrogeological Report.

STORM DRAINAGE - Indicate whether storm drainage will be provided by:

- Sewers Ditches Swales Other _____

ZONING BY-LAW AMENDMENT APPLICATION

11. SKETCH OF SUBJECT LAND

Provide a sketch showing, in metric units,

- a) the boundaries and dimensions of the subject land;
- b) the location, size, and type of all existing and proposed buildings and structures on the subject land, including their distance from the front lot line, rear lot line, and side lines;
- c) the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that are located on the subject land and on land that is adjacent to it, and in the applicant's opinion, may affect the application;
- d) the current uses of all land that is adjacent to the subject land;
- e) the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road, or a right of way;
- f) if access to the subject land will be water only, the location of the parking and docking facilities to be used; and
- g) the location and nature of any easement affecting the subject land.

12. APPLICATION FEE & OTHER FEES

The amendment type and corresponding application fees are identified in the Planning Consultation Stage 2 process.

Fees may be subject to change and are not refundable once the application is deemed complete. Method of payment: Cash, Mastercard, Visa or Certified Cheque or Personal Cheque payable to The Corporation of the City of Windsor. If paying by Mastercard or Visa, contact the Senior Steno Clerk for further direction at planningdept@citywindsor.ca or 519-255-6543.

APPLICATION FEE

Amendment Type	Code	<input type="checkbox"/> Minor Rezoning	<input checked="" type="checkbox"/> Major Rezoning
Base Fee	53001	\$4,347.00	\$5,837.40
GIS Fee	63024	+ \$50.00	+ \$50.00
Essex Region Conservation Authority Fee	53023	+ <u>\$200.00</u>	+ <u>\$300.00</u>
Total Application Fee		= \$4,597.00	= \$6,187.40

The following fees are provided for information purposes. They are not due at this time but may be assessed depending on the type(s) of applications associated with the development proposal

OTHER FEES

Re-Notification/Deferral Fee	Code 53016	\$2,258.40
Required when an applicant requests a deferral after notice of a public meeting has been given.		
Legal Fee - Servicing Agreement	Code 63002	\$597.64 plus \$50 per unit, lot, or block
Required when the preparation of a servicing agreement is a condition of approval.		
Removal of the Holding Symbol Application	Code 53001	\$1,536.00
It is the responsibility of the property owner to satisfy the conditions to remove the holding symbol and to apply and fee to remove the holding symbol.		
Ontario Land Tribunal (OLT) Appeal Fee		\$1,100.00
An appeal is made through Council Services (519-255-6211 or clerks@citywindsor.ca). Fees, forms, and processes are subject to change. Visit https://olt.gov.on.ca for additional information		

ZONING BY-LAW AMENDMENT APPLICATION

13. PROPOSED PUBLIC CONSULTATION STRATEGY

Select or describe your proposed strategy for consulting with the public with respect to the application:

Required Public Consultation (Public Notice & Public Meeting as required per the Planning Act)

Open House

Website

Other _____

Open house held on July 23, 2024.

14. SWORN DECLARATION OF APPLICANT

Complete in the presence of a Commissioner for Taking Affidavits. If the declaration is to be administered remotely, you must be able to see, hear and communicate with the Commissioner and show documentation that confirms your identity.

Rocco Tullio

, _____, solemnly declare that the information required under Schedule 1 to Ontario Regulation 545/06 and provided by the applicant is accurate and that the information contained in the documents that accompany this application is accurate, that if this declaration was administered remotely that it was in accordance with Ontario Regulation 431/20, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.

X



Signature of Applicant

*Sign in the presence of a Commissioner
For Taking Affidavits*

City of Windsor

Location of Applicant at time of declaration

This declaration was administered remotely in accordance with Ontario Regulation 431/20

Declared before me _____ at the Municipality of Chatham-Kent

Signature of Commissioner

Location of Commissioner

this 19th day of December, 2024
day month year

PLACE AN IMPRINT OF YOUR STAMP BELOW

Tracey Lynn Cecilia Pillon-Abbs, a Commissioner, etc.,
Province of Ontario, for Pillon Abbs Inc.
Expires August 4, 2026

READ & COMPLETE SCHEDULES A & E IN FULL & SIGN

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements

A1. Authorization of Registered Owner for Agent to Make the Application

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

I, The Hearn Group Inc. (DBS-Hearn Inc.), am the registered owner of the land that is
Name of Registered Owner

subject of this application for an amendment to the City of Windsor Zoning By-law and I authorize

Pillon Abbs Inc. to make this application on my behalf.
Name of Agent

X  October 10, 2024
Signature of Registered Owner *Date*

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, The Hearn Group Inc. (DBS-Hearn Inc.)
Name of Registered Owner

hereby authorize the Development and Heritage Standing Committee or their successor, City Council, and staff of The Corporation of the City of Windsor to enter upon the subject lands and premises described in Section 5 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject lands that may be required as a condition of approval. This is their authority for doing so.

X  October 10, 2024
Signature of Registered Owner *Date*

If Corporation – I have authority to bind the corporation

SCHEDULE A CONTINUES ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements

A1. Authorization of Registered Owner for Agent to Make the Application

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

I, Michael Papp / KGM Properties Inc., am the registered owner of the land that is
Name of Registered Owner

subject of this application for an amendment to the City of Windsor Zoning By-law and I authorize

Pillon Abbs Inc.

to make this application on my behalf.

Name of Agent

X 
Signature of Registered Owner

10/10/24
Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, Michael Papp,
Name of Registered Owner

hereby authorize the Development and Heritage Standing Committee or their successor, City Council, and staff of The Corporation of the City of Windsor to enter upon the subject lands and premises described in Section 5 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject lands that may be required as a condition of approval. This is their authority for doing so.

X 
Signature of Registered Owner

10/10/24
Date

If Corporation – I have authority to bind the corporation

SCHEDULE A CONTINUES ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements - *Continued*

A3. Acknowledgements

Receipt, Fees, Additional Information, Termination, and Freedom of Information

I acknowledge that receipt of this application by the City of Windsor does not guarantee it to be a complete application, that further review of the application will occur, and that I may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted.

I further acknowledge that after the application is deemed complete, fees are not refundable, additional information may be requested, and that after 60 days of inactivity the City of Windsor may terminate the application without notice.

I further acknowledge that pursuant to the provisions of the Planning Act and the Municipal Freedom of Information and Protection of Privacy Act, this application and all material and information provided with this application are made available to the public.

Species at Risk

Ontario's *Endangered Species Act* protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

I acknowledge that it is my sole responsibility as the Applicant to comply with the provisions of the *Endangered Species Act, 2007, S. O. c.6*. This could require me to register an activity, get a permit or other authorization from the Ministry of the Environment, Conservation and Parks (MECP) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any *Planning Act, R.S.O. 1990, c.P.13* approval given by the City of Windsor does not constitute an approval under the *Endangered Species Act*, nor does it absolve me from seeking the necessary authorization, approvals or permits from the MECP prior to conducting any activity that may affect endangered or threatened plant or animal or its habitat.

Additional information can be found at:

<https://www.ontario.ca/page/development-and-infrastructure-projects-and-endangered-or-threatened-species>

or by contacting MECP at SAROntario@ontario.ca

Acknowledgement

I acknowledge that I have read and understand the above statements:

X 

Signature of Applicant or Agent

December 19, 2024

Date

**END OF SCHEDULE A
COMPLETE SCHEDULE E ON NEXT PAGE**

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E – Environmental Site Screening Questionnaire

Previous Use of Property

- Residential Industrial Commercial Institutional
 Agricultural Parkland Vacant Other _____

- a) If previous use of the property is Industrial or Commercial, specify use:

- b) Has the grading of the subject land been changed by adding earth or material? Has filling occurred on the subject land?
 Yes No Unknown
- c) Has a gasoline station and/or automobile service station been located on the subject land or adjacent lands at any time?
 Yes No Unknown
- d) Has there been petroleum or other fuel stored on the subject land or adjacent lands?
 Yes No Unknown
- e) Are there or have there ever been underground storage tanks or buried waste on the subject land or adjacent lands?
 Yes No Unknown
- f) Have the lands or adjacent lands ever been used as an agricultural operation where cyanide products may have been applied as pesticides and/or sewage sludge applied to the lands?
 Yes No Unknown
- g) Have the lands or adjacent lands ever been used as a weapons firing range?
 Yes No Unknown
- h) Is the nearest boundary line of the application within 500 metres (1,640 feet) of the boundary line of an operational/non-operational public or private waste disposal site, landfill or dump?
 Yes No Unknown
- i) If there are existing or previously existing buildings on the subject lands, are there any building materials remaining on site which are potentially hazardous to public health (e.g., asbestos, PCB's)?
 Yes No Unknown
- j) Is there reason to believe the subject lands may have been contaminated by existing or former uses on the site or adjacent sites?*
- Yes No Unknown
- * Possible uses that can cause contamination include but are not limited to: operation of electrical transformer stations, disposal of waste minerals, raw material storage, and residues left in containers, maintenance activities and spills. Some commercial properties such as gasoline stations, automotive repair garages, and dry cleaning plants have similar potential. The longer a property is under industrial or similar use, the greater the potential for site contamination. Also, a series of different industrial or similar uses upon a site could potentially increase the number of chemicals that are present.*
- k) If current or previous use of the property is Industrial or Commercial, or if YES to any of a) to j) above, attach a previous use inventory showing all former uses of the subject land, or if applicable, the land(s) adjacent to the subject lands.

SCHEDULE E CONTINUES ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E - CONTINUED

Acknowledgement Clause

I hereby acknowledge that it is my responsibility to ensure that I am in compliance with all applicable laws, regulations, guidelines and the City's Official Plan policies pertaining to potentially contaminated sites, and to use all reasonable effort to identify the potential for contamination on the subject property.

I acknowledge that as a condition of approval of this application that the City may require me to file a Record of Site Condition signed by a qualified person in the provincial Environmental Site Registry, and provide verification to the City of Windsor of acknowledgement of this Record of Site Condition by the Ministry of Environment.

I acknowledge that the City may require the qualified person signing the Record of Site Condition to submit to the City a Declaration acknowledging that the City of Windsor may rely on the statements in the Record of Site Condition.

I acknowledge that the City of Windsor is not responsible for the identification and/or remediation of contaminated sites, and I agree, whether in, through, or as a result of any action or proceeding for environmental clean-up of any damage or otherwise, I will not sue or make claim whatsoever against the City of Windsor, its officers, officials, employees or agents for or in respect of any loss, damage, injury or costs.

Rocco Tullio

Name of Applicant (print)

X 

Signature of Applicant

December 19, 2024

Date

Pillon Abbs Inc. c/o Tracey Pillon-Abbs, RPP

Name of Agent (print)



Signature of Agent

December 19, 2024

Date

END OF SCHEDULE E

ZONING BY-LAW AMENDMENT APPLICATION

DO NOT COMPLETE BELOW – STAFF USE ONLY

Receipt and Assignment of Application

Date Received Stamp

This application has been assigned to:

- | | |
|---|---|
| <input type="checkbox"/> Adam Szymczak (AS) | <input type="checkbox"/> Brian Nagata (BN) |
| <input type="checkbox"/> Frank Garardo (FG) | <input type="checkbox"/> Tracy Tang (TT) |
| <input type="checkbox"/> Jim Abbs (JA) | <input type="checkbox"/> Justina Nwaesei (JN) |
| <input type="checkbox"/> Kevin Alexander (KA) | <input type="checkbox"/> Laura Strahl (LS) |
| <input type="checkbox"/> Simona Simion (SS) | <input type="checkbox"/> _____ |

Complete Application

This application is deemed complete on _____
Date

Signature of Delegated Authority

- | | | |
|---|---|--|
| <input type="checkbox"/> Neil Robertson, MCIP, RPP
Manager of Urban Design | <input type="checkbox"/> Greg Atkinson, MCIP, RPP
Manager of Development | <input type="checkbox"/> Thom Hunt, MCIP, RPP
City Planner & Executive Director |
|---|---|--|

Internal Information

Fee Paid: \$ _____ Receipt No: _____ Date: _____

Payment Type: Cash Certified Cheque Credit Card Personal Cheque

NEW Zoning File No. ZNG/ _____ Z- _____

Previous Zoning File No. ZNG/ _____ Z- _____

Related OPA File No. OPA/ _____ OPA _____

Other File Numbers: _____

Notes: _____

THIS IS THE LAST PAGE OF THE APPLICATION FORM

PLANNING DEPARTMENT – DEVELOPMENT DIVISION

Memo

To: City Clerk
From: City Planner/Executive Director
Date: January 3, 2025
Subject: TRANSMITTAL OF NEW FILE
Our File Number: Z-029/24 [ZNG/7233] & OPA 191 [OPA/7261]

RE: Application For: (X) Zoning Amendment (X) Official Plan Amendment
() Part Lot Control () Draft Plan of Subdivision/Condominium

Applicant: DARDEVCO INC.
Location: 0 NORTH SERVICE ROAD
Description: Application to amend the Official Plan and Zoning By-law 8600 to permit self-storage units on a parcel that has no available full municipal infrastructure (specifically, sanitary sewer).

The ZONING AMENDMENT application submitted by DARDEVCO INC. for 0 NORTH SERVICE ROAD was originally submitted for notification to the Clerk's Department on OCTOBER 2, 2024. An OFFICIAL PLAN AMENDMENT has subsequently been added to the original application and both applications (OPA and ZBA) have been deemed as complete on DECEMBER 18, 2024.

Enclosures:

- (X) 1 copy of Application Form
- () 1 copy of Drawings
- () 1 copy of Site Plan



Neil Robertson, MCIP, RPP
City Planner, Executive Director

NR/nm

January 3, 2025

Pillon Abbs Inc.
c/o Tracey Pillon-Abbs
23669 Prince Albert Rd.
Chatham, ON N7M 5J7

Dear Applicant,

Re: ZONING BYLAW AMENDMENT & OFFICIAL PLAN AMENDMENT
APPLICANT: DARDEVCO INC.
LOCATION: 0 NORTH SERVICE ROAD
FILE NO.: Z-029/24 [ZNG/7233] & OPA 191 [OPA/7261]

I acknowledge receipt of an Official Plan Amendment Application and a Zoning By-law Amendment Application. Per the delegation authority in By-Law 139-2013, the required information and material submitted on December 13, 2024 was deemed COMPLETE on December 18, 2024. Processing has begun.

You will be advised prior to the Development & Heritage Standing Committee and Council meetings of the position of Planning & Development Services on the application and the dates of the public meetings.

Please email me at jnwaesei@citywindsor.ca, if you have any questions.

Sincerely,



Justina Nwaesei, MCIP, RPP
Planner III – Development Review

JN/nm

OFFICIAL PLAN AMENDMENT APPLICATION

INSTRUCTIONS

Verify that you are using the most current application form.

- Section 1: Before this application can be submitted, you must complete both Stage 1 and Stage 2 Planning Consultation Applications.
- Section 2: During the Stage 2 process, any required studies must be completed and submitted for review and comment. The final studies for Stage 2 must be included with this application and the proposal must remain unchanged.
- Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, agent, and registered owner. If any of these are a corporation, provide the full corporate name. Include the full name of the contact person. If there is more than one person, corporation, or registered owner, use additional sheets.
- Section 4: Indicate if you are submitting companion applications with this application. Please note that an application to amend the Zoning By-law or an application for Plan of Subdivision/Condominium are the only applications that will be accepted for processing concurrently with an Official Plan Amendment.
- Section 5: Provide information about the subject land. This information is used to determine or confirm supporting information requirements and to assist in the review of the application.
- Section 6: Describe the amendment and answer all questions. If some of this information is in a Planning Rationale Report, check the box beside "See Planning Rationale Report".
- Section 7: Provide details about any other Planning Act applications by the applicant for the subject land or any land within 120 metres.
- Section 8: Provide information about water service and sanitary sewage disposal.
- Section 9: Complete this section using the information provided in the Planning Consultation Stage 2 letter.
- Section 10: Explain your proposed strategy for consulting with the public with respect to the application.
- Section 11: Complete and sign in the presence of a Commissioner of Taking Affidavits.
- Schedules: Read and complete Schedule A in full and sign.

Submit application form, supporting information, and application fee to the Senior Steno Clerk at Planning & Development Services, Suite 210, 350 City Hall Square West, Windsor ON N9A 6S1 or planningdept@citywindsor.ca.

Any timelines noted in this application form are subject to change.

The application is reviewed to ensure all prescribed information and the required fee have been submitted. Within 30 days of the receipt of the application, the applicant will be notified in writing that the application is deemed complete. If deemed incomplete, the application and fee will be returned. If deemed complete, the application fee is not refundable.

The applicant, agent and all other interested parties will be notified by Council Services of the date, time, and location of the Development & Heritage Standing Committee (DHSC) meeting and the Council meeting.

An application will be terminated without notice after 60 days of inactivity.

DATE RECEIVED STAMP

CONTACT INFORMATION

Planning & Development Services
Suite 210
350 City Hall Square West
Windsor ON N9A 6S1

Telephone: 519-255-6543
Fax: 519-255-6544
Email: planningdept@citywindsor.ca
Web Site: www.citywindsor.ca

OFFICIAL PLAN AMENDMENT APPLICATION

1. PLANNING CONSULTATION – Completion of Stage 2

Planning Consultation (Stage 2 Application) must be completed before this application can be submitted.

Has the Planning Consultation Stage 2 Application been completed?

NO YES File Number: PC- _____

Staff Use Only

Signature of Staff Planner	Date of Consultation
<input type="checkbox"/> Jim Abbs <input type="checkbox"/> Kevin Alexander <input type="checkbox"/> Tracy Tang <input type="checkbox"/> Frank Garardo <input type="checkbox"/> Brian Nagata <input type="checkbox"/> Justina Nwaesei <input type="checkbox"/> Simona Simion <input type="checkbox"/> Laura Strahl <input type="checkbox"/> Adam Szymczak <input type="checkbox"/> _____	

2. REQUIRED SUPPORTING INFORMATION as Identified in the Planning Consultation Stage 2 Process:

For each document, provide one paper copy, and where possible, one digital copy on a USB flash drive or by email. All drawings or plans shall be in letter size (8.5 x 11 inches) in JPG and PDF format. All other document shall be provided in Word and PDF format. Please ensure that all PDF documents are ‘flattened’ and contain no layers.

The City of Windsor reserves the right to require additional supporting information during the processing of the application. All supporting information submitted is made available for public review.

If you are submitting a companion application submit only one set of documents.

<input checked="" type="checkbox"/> Deed or Offer to Purchase	<input type="checkbox"/> Corporation Profile Report	<input checked="" type="checkbox"/> Site Plan Conceptual	<input checked="" type="checkbox"/> Sketch of Subject Land
<input type="checkbox"/> Archaeological Assessment – Stage 1	<input type="checkbox"/> Built Heritage Impact Study	<input type="checkbox"/> Environmental Evaluation Report	<input type="checkbox"/> Environmental Site Assessment
<input type="checkbox"/> Floor Plan and Elevations	<input type="checkbox"/> Geotechnical Study	<input type="checkbox"/> Guideline Plan	<input type="checkbox"/> Lighting Study
<input type="checkbox"/> Market Impact Assessment	<input type="checkbox"/> Micro-Climate Study	<input type="checkbox"/> Noise Study	<input type="checkbox"/> Planning Rationale Report
<input type="checkbox"/> Record of Site Condition <i>(see Schedule E)</i>	<input type="checkbox"/> Sanitary Sewer Study	<input type="checkbox"/> Species at Risk Screening	<input type="checkbox"/> Storm Sewer Study
<input type="checkbox"/> Storm Water Retention Scheme	<input type="checkbox"/> Topographic Plan of Survey	<input type="checkbox"/> Transportation Impact Statement	<input type="checkbox"/> Transportation Impact Study
<input type="checkbox"/> Tree Preservation	<input type="checkbox"/> Tree Survey Study	<input type="checkbox"/> Urban Design Study	<input type="checkbox"/> Vibration Study
<input type="checkbox"/> Wetland Evaluation Study	Other Required Information: _____		

OFFICIAL PLAN AMENDMENT APPLICATION

3. APPLICANT, REGISTERED OWNER AND AGENT INFORMATION

Provide in full the name of the applicant, registered owner and agent, the name of the contact person, and address, postal code, phone number, fax number and email address.

If the applicant or registered owner is a numbered company, provide the name of the principals of the company. If there is more than one applicant or registered owner, copy this page, complete in full and submit with this application.

All communication is with the Agent authorized by the Owner to file the application. If there is no Agent, all communication is with the Applicant.

Applicant

Name: _____ Contact: _____
Name of Contact Person

Address: _____

Address: _____ Postal Code: _____

Phone: _____ Fax: _____

Email: _____

Registered Owner Same as Applicant

Name: _____ Contact: _____
Name of Contact Person

Address: _____

Address: _____ Postal Code: _____

Phone: _____ Fax: _____

Email: _____

Agent Authorized by the Owner to File the Application (Also complete Section A1 of Schedule A)

Name: _____ Contact: _____
Name of Contact Person

Address: _____

Address: _____ Postal Code: _____

Phone: _____ Fax: _____

Email: _____

4. COMPANION APPLICATIONS

Are you submitting a companion Zoning Amendment application? NO YES

Are you submitting a companion Plan of Subdivision/Condominium application? NO YES

Please note that if a development proposal requires site plan approval, that application can only be submitted after the zoning amendment has been considered by City Council and the appeal period has concluded.

OFFICIAL PLAN AMENDMENT APPLICATION

5. SUBJECT LAND INFORMATION

Municipal Address _____

Legal Description _____

Assessment Roll Number _____

Frontage (m) _____ Depth (m) _____ Area (sq m) _____

Current Official Plan Designation _____

What land uses are permitted by the Official Plan Designation? _____

6. DESCRIPTION OF OFFICIAL PLAN AMENDMENT (OPA)

Name of Official Plan proposed to be amended: *The City of Windsor Official Plan*

Amendment to Official Plan from _____ to _____

Purpose of the proposed OPA: _____

What land uses will the proposed official plan amendment (OPA) authorize? _____

Does the proposed OPA change, replace or delete a policy in the Official Plan? No Yes

If yes, the policy to be changed, replaced or deleted: _____

Does the proposed OPA add a policy to the Official Plan? No Yes

OFFICIAL PLAN AMENDMENT APPLICATION

6. DESCRIPTION OF OFFICIAL PLAN AMENDMENT (OPA) - Continued

Does the proposed OPA change or replace a designation in the Official Plan? No Yes

If yes, the designation to be changed or replaced: _____

If a policy is being changed, replaced or deleted or if a policy is being added, the text of the proposed OPA:

Not Applicable See Planning Rationale Report See Attached

If the proposed OPA changes or replaces a schedule in the Official Plan, the requested schedule and the text that accompanies it:

Not Applicable See Planning Rationale Report See Attached

If the proposed OPA alters all or any part of the boundary of an area of a settlement or establishes a new area of settlement, the current official policies, if any, dealing with the alteration or establishment of an area of settlement:

Not Applicable See Planning Rationale Report See Attached

If the proposed OPA removes the subject land from an area of employment, the current Official Plan policies, if any, dealing with the removal of land from an area of employment:

Not Applicable See Planning Rationale Report See Attached

Explain how the proposed OPA is consistent with the Provincial Policy Statement:

See Planning Rationale Report See Attached

OFFICIAL PLAN AMENDMENT APPLICATION

7. OTHER APPLICATION INFORMATION

Is the subject land or land within 120 metres the subject of an application by the applicant under the Planning Act for:

A Minor Variance or Consent? No Yes

File number: _____ Status: _____

Approval authority: _____

Affected lands: _____

Purpose of Minor Variance or Consent: _____

Effect on the proposed OPA: _____

An amendment to an Official Plan, a Zoning By-law or a Minister's Zoning Order? No Yes

File number: _____ Status: _____

Approval authority: _____

Affected lands: _____

Purpose of OP or ZBL amendment or Zoning Order: _____

Effect on the proposed OPA: _____

Approval of a plan of subdivision or a site plan? No Yes

File number: _____ Status: _____

Approval authority: _____

Affected lands: _____

Purpose of plan of subdivision or site plan: _____

Effect on the proposed OPA: _____

OFFICIAL PLAN AMENDMENT APPLICATION

8. WATER & SANITARY SEWAGE DISPOSAL

WATER – Indicate whether water will be provided to the subject land by: **Services available, but not required**

- | | |
|---|---|
| <input type="checkbox"/> Publicly owned & operated piped water system | <input type="checkbox"/> A lake or other water body |
| <input type="checkbox"/> Privately owned & operated individual well | <input type="checkbox"/> Other means: _____ |
| <input type="checkbox"/> Privately owned & operated communal well | |

SANITARY - Indicate whether sanitary sewage disposal will be provided to the subject land by:

- | | | |
|--|---|--|
| <input type="checkbox"/> Publicly owned & operated sanitary sewage system | <input type="checkbox"/> A privy | AT A FUTURE DATE - sewers no available, an OP is required |
| <input type="checkbox"/> Privately owned & operated individual septic system | <input type="checkbox"/> Other means: _____ | |
| <input type="checkbox"/> Privately owned & operated communal septic system | | |

If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4500 litres of effluent would be produced per day as a result of the development being completed submit a Servicing Options Report and a Hydrogeological Report.

9. TYPE OF AMENDMENT, APPLICATION FEE & OTHER FEES

TYPE OF OFFICIAL PLAN AMENDMENT (OPA)

The amendment type and corresponding application fees are identified in the Planning Consultation Stage 2 process. Fees may be subject to change and are not refundable once the application is deemed complete. Method of payment: Cash, Mastercard, Visa or Certified Cheque or Personal Cheque payable to The Corporation of the City of Windsor. If paying by Mastercard or Visa, contact the Senior Steno Clerk for further direction at planningdept@citywindsor.ca or 519-255-6543.

Minor OPA: A minor revision to the text of the Official Plan or a Site Specific Policy direction.

Major OPA: A change from one land use designation to another land use designation, a change to any Schedule in the City of Windsor Official Plan, or any other amendment not described above.

APPLICATION FEE

	<i>Code</i>	<input type="checkbox"/> Minor OPA	<input type="checkbox"/> Major OPA
Base Fee	63003	\$2,258.40	\$8,112.35
GIS Fee	63024	+ \$50.00	+ \$50.00
Essex Region Conservation Authority Fee	53023	+ <u>\$200.00</u>	+ <u>\$300.00</u>
Total Application Fee		= \$2,508.40	= \$8,462.35

The following fees are provided for information purposes. They are not due at this time but may be assessed depending on the type(s) of applications associated with the development proposal

OTHER FEES

Re-Notification/Deferral Fee 53016 \$2,258.40

Required when an applicant requests a deferral after notice of a public meeting has been given.

Ontario Land Tribunal (OLT) Appeal Fee \$1,100.00

An appeal is made through Council Services (519-255-6211 or clerks@citywindsor.ca). Fees, forms, and processes are subject to change. Visit <https://olt.gov.on.ca> for additional information.

OFFICIAL PLAN AMENDMENT APPLICATION

10. PROPOSED PUBLIC CONSULTATION STRATEGY

Select or describe your proposed strategy for consulting with the public with respect to the application:

- Required Public Consultation (Public Notice & Public Meeting as required per the Planning Act)
- Open House Website Other _____
- _____
- _____

11. SWORN DECLARATION OF APPLICANT

Complete in the presence of a Commissioner for Taking Affidavits. If the declaration is to be administered remotely, you must be able to see, hear and communicate with the Commissioner and show documentation that confirms your identity.

I, _____, solemnly declare that the information required under Schedule 1 to Ontario Regulation 543/06 and provided by the applicant is accurate and that the information contained in the documents that accompany this application is accurate, that if this declaration was administered remotely that it was in accordance with Ontario Regulation 431/20, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.




Signature of Applicant

*Sign in the presence of a Commissioner
For Taking Affidavits*

Location of Applicant at time of declaration

- This declaration was administered remotely in accordance with Ontario Regulation 431/20

Declared before me _____ at the _____

 _____

Signature of Commissioner Location of Commissioner

this _____ day of _____, 20____

day month year

PLACE AN IMPRINT OF YOUR STAMP BELOW

Tracey Lynn Cecilia Pillon-Abbs, a Commissioner, etc.,
Province of Ontario, for Pillon Abbs Inc.
Expires August 4, 2026

READ & COMPLETE SCHEDULE A IN FULL & SIGN

OFFICIAL PLAN AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgement

A1. Authorization of Registered Owner for Agent to Make the Application

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

I, _____, am the registered owner of the land that is
name of registered owner

subject of this application for an amendment to the City of Windsor Official Plan and I authorize

_____ to make this application on my behalf.
name of agent



Signature of Registered Owner

_____ Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, _____, hereby authorize the Development and Heritage Standing Committee, City Council, and staff of The Corporation of the City of Windsor to enter upon the subject lands and premises described in Section 5 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject lands that may be required as condition of approval. This is their authority for doing so.



Signature of Registered Owner

_____ Date

If Corporation – I have authority to bind the corporation

SCHEDULE A CONTINUES ON NEXT PAGE

OFFICIAL PLAN AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements - Continued

A3. Acknowledgements

Receipt, Fees, Additional Information, Termination, and Freedom of Information

I acknowledge that receipt of this application by the City of Windsor does not guarantee it to be a complete application, that further review of the application will occur, and I may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted.

I further acknowledge that once the application is deemed complete, fees are not refundable, additional information may be requested, and that after 60 days of inactivity the City of Windsor may terminate the application without notice.

I further acknowledge that pursuant to the provisions of the Planning Act and the Municipal Freedom of Information and Protection of Privacy Act, this application and all material and information provided with this application are made available to the public.

Species at Risk

Ontario's *Endangered Species Act* protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

I acknowledge that it is my sole responsibility as the Applicant to comply with the provisions of the *Endangered Species Act, 2007, S. O. c.6*. This could require me to register an activity, get a permit or other authorization from the Ministry of the Environment, Conservation and Parks (MECP) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any *Planning Act, R.S.O. 1990, c.P.13* approval given by the City of Windsor does not constitute an approval under the *Endangered Species Act*, nor does it absolve me from seeking the necessary authorization, approvals or permits from the MECP prior to conducting any activity that may affect endangered or threatened plant or animal or its habitat.

Additional information can be found at:

<https://www.ontario.ca/page/development-and-infrastructure-projects-and-endangered-or-threatened-species>

or by contacting MECP at SAROntario@ontario.ca

Acknowledgement

I acknowledge that I have read and understand the above statements:



Signature of Applicant or Agent

Date

END OF SCHEDULE A

OFFICIAL PLAN AMENDMENT APPLICATION

DO NOT COMPLETE BELOW – STAFF USE ONLY

Receipt and Assignment of Application	Date Received Stamp
This application has been assigned to:	
<input type="checkbox"/> Adam Szymczak (AS)	<input type="checkbox"/> Brian Nagata (BN)
<input type="checkbox"/> Frank Garardo (FG)	<input type="checkbox"/> Tracy Tang (TT)
<input type="checkbox"/> Jim Abbs (JA)	<input type="checkbox"/> Justina Nwaesei (JN)
<input type="checkbox"/> Kevin Alexander (KA)	<input type="checkbox"/> Laura Strahl (LS)
<input type="checkbox"/> Simona Simion (SS)	<input type="checkbox"/> _____

Complete Application		
This application is deemed complete on _____ <i>Date</i>		
_____ <i>Signature of Delegated Authority</i>		
<input type="checkbox"/> Neil Robertson, MCIP, RPP Manager of Urban Design	<input type="checkbox"/> Greg Atkinson, MCIP, RPP Manager of Development	<input type="checkbox"/> Thom Hunt, MCIP, RPP City Planner & Executive Director

Internal Information			
Fee Paid: \$ _____	Receipt No: _____	Date: _____	
Payment Type: <input type="checkbox"/> Cash	<input type="checkbox"/> Certified Cheque	<input type="checkbox"/> Credit Card	<input type="checkbox"/> Personal Cheque
NEW File No. OPA/ _____			
Previous OPA File No. OPA/ _____			
Related Zoning File No. ZNG/ _____			
Other File Numbers: _____			
Notes: _____			

THIS IS THE LAST PAGE OF THE APPLICATION FORM



ZONING BY-LAW AMENDMENT APPLICATION

INSTRUCTIONS

Verify that you are using the most current application form.

- Section 1: Before this application can be submitted, you must complete both Stage 1 and Stage 2 Planning Consultation Applications.
- Section 2: During the Stage 2 process, any required studies must be completed and submitted for review and comment. The final studies for Stage 2 must be included with this application and the proposal must remain unchanged.
- Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, agent, and registered owner. If any of these are a corporation, provide the full corporate name. Include the full name of the contact person. If there is more than one person, corporation, or registered owner, use additional sheets.
- Section 4: Indicate if you are submitting other companion applications with this application. Please note that an application to amend the Official Plan or an application for Plan of Subdivision/Condominium are the only applications that will be accepted for processing concurrently with a Zoning Amendment.
- Section 5: Provide information about the subject land. This information is used to determine supporting information requirements and to assist in the review of the application.
- Section 6: Indicate the amendment, proposed uses and describe the nature and extent of the amendment being requested. Indicate why the amendment is being requested and how it is consistent with the Provincial Policy Statement and conforms to the City of Windsor Official Plan.
- Section 7: If there are any existing buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows this information.
- Section 8: If you propose to build any buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows the information.
- Section 9: Indicate how the property is accessed. Check all boxes that apply.
- Section 10: Provide information about water service, sanitary sewage disposal, and storm drainage.
- Section 11: Provide a sketch of the subject land showing, in metric units, the items listed or indicate if this information is provided on an existing plan or a conceptual site plan.
- Section 12: Please refer to the Stage 2 Planning Consultation letter for details regarding the fees needing to be paid.
- Section 13: Explain your proposed strategy for consulting with the public with respect to the application.
- Section 14: Complete and sign in the presence of a Commissioner of Taking Affidavits.
- Other: Read, complete in full, and sign Schedules A & E.

Submit application form, supporting information, and application fee to Senior Steno Clerk at Planning & Development Services, Suite 210, 350 City Hall Square West, Windsor ON N9A 6S1 or planningdept@citywindsor.ca

TYPE OF REZONING AMENDMENT

DATE RECEIVED STAMP

The type of amendment is stated in the Stage 2 Consultation letter.

Minor Zoning Amendment:

- Site zoned commercial, institutional, or manufacturing
 - Addition to the list of permitted uses
- Site already zoned
 - Change to existing regulations or to zoning district boundary to match lot lines
- Site designated in the Official Plan for residential use
 - Rezoning to accommodate a maximum of six dwelling units
- Site designated in the Official Plan for the proposed use other than residential
 - Site-specific zoning for a site with a lot area of less than 1,000.0 m²

Major Zoning Amendment: Any other amendment not listed as minor.

ZONING BY-LAW AMENDMENT APPLICATION

ZONING BY-LAW AMENDMENT PROCESS

The application will be terminated without notice after 60 days of inactivity. The following is for your information only. Review the Planning Act and relevant regulations for statutory requirements. The processing of the application is subject to change. Direct all questions to the assigned Planner. The process is generally as follows:

1. The application is reviewed to ensure all prescribed and required information and the fee have been submitted. Within 30 days of the receipt of the application, you will be notified in writing that the application is deemed incomplete or complete.
2. If deemed incomplete, the application and fee will be returned. If deemed complete, fees are not refundable, the application is circulated to departments and external agencies for review and comment, and all submitted documents are made available to the public.
3. Following circulation, a draft staff report containing a recommendation and any conditions is prepared. The City Planner and other staff review the draft staff report.
4. When the staff report is approved by appropriate municipal staff, it will be scheduled for a future meeting of the Development and Heritage Standing Committee (DHSC).
5. The DHSC meeting is the public meeting required by the Planning Act. Public notice of the DHSC meeting is advertised in the Windsor Star, a local newspaper, at least 20 days in advance of the DHSC meeting. A courtesy notice may be mailed to property owners and/or tenants within 120 metres or more of the subject land.
6. 10 days prior to the DHSC meeting, the staff report is circulated to the applicant and DHSC members and made available to the public. All supporting documentation submitted by the applicant is available for review.
7. At the DHSC meeting, a staff planner may make a presentation. The applicant and other parties have an opportunity to provide verbal and/or written submissions. The DHSC may ask questions of staff, the applicant, agent, and other parties. The DHSC may decide to defer or recommend approval or denial of the application.
8. If deferred, the application along with any additional information or a new staff report will be considered at a future DHSC meeting. If recommended for approval or denial, the staff report, the minutes of the DHSC meeting, and the amending by-law are forwarded to City of Windsor Council for consideration at a future date. The applicant, agent and all interested parties will be notified by Council Services of the date, time, and location of the Council meeting. Call 311 or contact Council Services at 519-255-6211 or clerks@citywindsor.ca.
9. The application may be placed on the Consent Agenda of the Council Meeting, a part of the meeting where Council approves several matters with a single motion. If the application is not on the Consent Agenda, the staff planner may introduce the application, review the staff recommendation and any additional information provided to Council, and advise Council of any differences between the staff and DHSC recommendations. The applicant and other interested parties have an opportunity to make verbal and/or written submissions. Council may decide to approve, deny, or defer the application. If Council approves the application, the amending by-law may be approved at the same Council meeting, otherwise it will be approved at a future Council meeting.
10. When the amending by-law is passed, Council Services will mail a notice of the passing of the amending by-law to property owners and various public agencies within 15 days. There is a 20-day appeal period commencing the day after this notice is given. The notice will include the last day to file an appeal. An appeal is made to the Ontario Land Tribunal (OLT) through Council Services. If no appeal is filed, the amending by-law is final and binding as of the date of Council's passing of the by-law. Contact Council Services at 519-255-6211 or clerks@citywindsor.ca.
11. If the rezoning is subject to a holding symbol, it is the responsibility of the property owner to satisfy the conditions to remove the holding symbol, to apply, and to pay the fee to remove the holding symbol.

CONTACT INFORMATION

Planning & Development Services
Suite 210
350 City Hall Square West
Windsor ON N9A 6S1

Telephone: 519-255-6543
Fax: 519-255-6544
Email: planningdept@citywindsor.ca
Web Site: www.citywindsor.ca

ZONING BY-LAW AMENDMENT APPLICATION

1. PLANNING CONSULTATION – Completion of Stage 2

Planning Consultation (Stage 2 Application) must be completed before this application can be submitted.

Has the Planning Consultation Stage 2 Application been completed? NO YES File Number: PC-053/24

Staff Use Only

Signature of Staff Planner		Date of Consultation	
<input type="checkbox"/> Jim Abbs	<input type="checkbox"/> Kevin Alexander	<input type="checkbox"/> Tracy Tang	<input type="checkbox"/> Frank Garardo
<input type="checkbox"/> Brian Nagata	<input type="checkbox"/> Justina Nwaesei	<input type="checkbox"/> Simona Simion	<input type="checkbox"/> Laura Strahl
<input type="checkbox"/> Adam Szymczak	<input type="checkbox"/> _____		

2. REQUIRED SUPPORTING INFORMATION as Identified in the Planning Consultation Stage 2 Process:

For each document, provide one paper copy, and where possible, one digital copy on a USB flash drive or by email. All drawings or plans shall be in letter size (8.5 x 11 inches) in JPG and PDF format. All other document shall be provided in Word and PDF format. **All PDF documents shall be flattened with no layers.**

The City of Windsor reserves the right to require additional supporting information during the processing of the application. All supporting information submitted is made available for public review.

If you are submitting a companion application submit only one set of documents.

Staff Use Only

<input checked="" type="checkbox"/> Deed or Offer to Purchase	<input type="checkbox"/> Corporation Profile Report	<input checked="" type="checkbox"/> Site Plan Conceptual (see Section 8)	<input checked="" type="checkbox"/> Sketch of Subject Land (see Section 11)
<input type="checkbox"/> Archaeological Assessment – Stage 1	<input type="checkbox"/> Built Heritage Impact Study	<input type="checkbox"/> Environmental Evaluation Report	<input type="checkbox"/> Environmental Site Assessment
<input checked="" type="checkbox"/> Floor Plan and Elevations	<input type="checkbox"/> Geotechnical Study	<input type="checkbox"/> Guideline Plan	<input type="checkbox"/> Lighting Study
<input type="checkbox"/> Market Impact Assessment	<input type="checkbox"/> Micro-Climate Study	<input type="checkbox"/> Noise Study	<input checked="" type="checkbox"/> Planning Rationale Report
<input type="checkbox"/> Record of Site Condition (see Schedule E)	<input type="checkbox"/> Sanitary Sewer Study	<input type="checkbox"/> Species at Risk Screening	<input type="checkbox"/> Storm Sewer Study
<input type="checkbox"/> Storm Water Retention Scheme	<input type="checkbox"/> Topographic Plan of Survey	<input type="checkbox"/> Transportation Impact Statement	<input type="checkbox"/> Transportation Impact Study
<input checked="" type="checkbox"/> Tree Preservation	<input checked="" type="checkbox"/> Tree Survey Study	<input type="checkbox"/> Urban Design Study	<input type="checkbox"/> Vibration Study
<input type="checkbox"/> Wetland Evaluation Study	Other Required Information: _____		

ZONING BY-LAW AMENDMENT APPLICATION

3. APPLICANT, REGISTERED OWNER, AND AGENT INFORMATION

Provide in full the name of the applicant, registered owner, and agent, the name of the contact person, and address, postal code, phone number, fax number and email address.

If the applicant or registered owner is a numbered company, provide the name of the principals of the company. If there is more than one applicant or registered owner, copy this page, complete in full and submit with this application.

All communication is with the Agent authorized by the Owner to file the application. If there is no Agent, all communication is with the Applicant.

Applicant

Name: Dardevco Inc. Contact: Michael Primeau
Name of Contact Person

Address: 2752 Jos St Louis

Address: Windsor, ON Postal Code: N8T 2M6

Phone: 519-818-3078 Fax: _____

Email: michael.primeau@telsonic.com

Registered Owner Same as Applicant

Name: _____ Contact: _____
Name of Contact Person

Address: _____

Address: _____ Postal Code: _____

Phone: _____ Fax: _____

Email: _____

Agent Authorized by the Owner to File the Application (Also complete Section A1 in Schedule A)

Name: Pillon Abbs Inc. Contact: Tracey Pillon-Abbs, RPP
Name of Contact Person

Address: 23669 Prince Albert Rd

Address: Chatham, ON Postal Code: N7M 5J7

Phone: 226-340-1232 Fax: _____

Email: tracey@pillonabbs.ca

4. COMPANION APPLICATIONS

Are you submitting a companion Official Plan Amendment application? ~~NO~~ YES

Are you submitting a companion Plan of Subdivision/Condominium application? NO YES

Please note that if a development proposal requires site plan approval, that application can only be submitted after the zoning amendment has been considered by City Council and the appeal period has concluded.

ZONING BY-LAW AMENDMENT APPLICATION

5. SUBJECT LAND INFORMATION

Municipal Address 0 North Service Road East
Windsor, ON

Legal Description Lot 205 Plan 1153
Sandwich East; Windsor PIN: 01562-0241 LT

Assessment Roll Number 37-39-070-640-03100

If known, the date the subject land was acquired by the current owner: 2021

Frontage (m) 66.14 m Depth (m) 40.6 m Area (sq m) 106.4 m2

Official Plan Designation "Business Park" Schedule "D" Land Use

Current Zoning Manufacturing District 1.4 (MD1.4)
Map 11

Existing Uses Vacant

If known, the lengths of time that the existing uses have continued: unknown

Previous Uses unknown

List the names and addresses of the holders of any mortgages, charges, or other encumbrances in respect of the subject land:

None

Are there any easements or restrictive covenants affecting the subject lands? NO YES

If yes, describe the easement or restrictive covenant and its effect:

If known, has the subject land ever been subject of: *(leave blank if unknown)*

An application for a Plan of Subdivision or Consent: NO YES File: _____

An application for an amendment to a Zoning By-law: NO YES File: _____

An application for approval of a Site Plan: NO YES SPC- _____

A Minister's Zoning Order (Ontario Regulation): NO YES OR#: _____

ZONING BY-LAW AMENDMENT APPLICATION

6. DESCRIPTION OF AMENDMENT

Amendment to Zoning By-law from: Manufacturing District 1.4 (MD1.4)

to: Manufacturing District 1.4 (MD1.4 - S.20(1)(XXX))

Proposed uses of subject land: Proposed to use the Site for manufacturing

Describe the nature and extent of the amendment(s) being requested:

It is proposed that self-storage shipping container units be constructed.

On-site parking is proposed.

Why is this amendment or these amendments being requested?

It is proposed to permit a self-storage facility as an additional permitted use.

Relief from zoning provisions are also required - see PRR for details.

Explain how the amendment to the Zoning By-law is consistent with the Provincial Policy Statement:

See Planning Rationale Report _____

Explain how the application conforms to the City of Windsor Official Plan:

See Planning Rationale Report _____

If this application is to remove land from an area of employment, details of the official plan or official plan amendment that deals with this matter:

See Planning Rationale Report

See Official Plan Amendment

ZONING BY-LAW AMENDMENT APPLICATION

9. ACCESS TO SUBJECT LAND

Indicate if access to subject land is by: *(check all that apply)*

- Municipal Road Provincial Highway Another public road or a right-of-way
- Water - If access to the subject land is by water only, describe the parking and docking facilities used or to be used and provide the approximate distance in metric of these facilities from the subject land and the nearest public road:

10. WATER, SANITARY SEWAGE AND STORM DRAINAGE

WATER – Indicate whether water will be provided to the subject land by:

- Publicly owned & operated piped water system Services available, but not required.
- Privately owned & operated individual well
- Privately owned & operated communal well
- Other _____

SANITARY - Indicate whether sewage disposal will be provided to the subject land by:

- Publicly owned & operated sanitary sewage system - **AT A FUTURE DATE** sewers not available, an OPA is required
- Privately owned & operated individual septic system - See Note below
- Privately owned & operated communal septic system - See Note below
- Other _____

Note: If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4,500 litres of effluent would be produced per day as a result of the development being completed, you must submit a Servicing Options Report and a Hydrogeological Report.

STORM DRAINAGE - Indicate whether storm drainage will be provided by:

- Sewers Ditches Swales Other _____

ZONING BY-LAW AMENDMENT APPLICATION

11. SKETCH OF SUBJECT LAND

Provide a sketch showing, in metric units,

- a) the boundaries and dimensions of the subject land;
- b) the location, size, and type of all existing and proposed buildings and structures on the subject land, including their distance from the front lot line, rear lot line, and side lines;
- c) the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that are located on the subject land and on land that is adjacent to it, and in the applicant’s opinion, may affect the application;
- d) the current uses of all land that is adjacent to the subject land;
- e) the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road, or a right of way;
- f) if access to the subject land will be water only, the location of the parking and docking facilities to be used; and
- g) the location and nature of any easement affecting the subject land.

12. APPLICATION FEE & OTHER FEES

The amendment type and corresponding application fees are identified in the Planning Consultation Stage 2 process.

Fees may be subject to change and are not refundable once the application is deemed complete. Method of payment: Cash, Mastercard, Visa or Certified Cheque or Personal Cheque payable to The Corporation of the City of Windsor. If paying by Mastercard or Visa, contact the Senior Steno Clerk for further direction at planningdept@citywindsor.ca or 519-255-6543.

APPLICATION FEE

Amendment Type	Code	<input type="checkbox"/> Minor Rezoning	<input checked="" type="checkbox"/> Major Rezoning
Base Fee	53001	\$4,347.00	\$5,837.40
GIS Fee	63024	+ \$50.00	+ \$50.00
Essex Region Conservation Authority Fee	53023	+ \$200.00	+ \$300.00
Total Application Fee		= \$4,597.00	= \$6,187.40

The following fees are provided for information purposes. They are not due at this time but may be assessed depending on the type(s) of applications associated with the development proposal

OTHER FEES

- Re-Notification/Deferral Fee** Code 53016 \$2,258.40
Required when an applicant requests a deferral after notice of a public meeting has been given.
- Legal Fee - Servicing Agreement** Code 63002 \$597.64 plus \$50 per unit, lot, or block
Required when the preparation of a servicing agreement is a condition of approval.
- Removal of the Holding Symbol Application** Code 53001 \$1,536.00
It is the responsibility of the property owner to satisfy the conditions to remove the holding symbol and to apply and fee to remove the holding symbol.
- Ontario Land Tribunal (OLT) Appeal Fee** \$1,100.00
An appeal is made through Council Services (519-255-6211 or clerks@citywindsor.ca). Fees, forms, and processes are subject to change. Visit <https://olt.gov.on.ca> for additional information

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements

A1. Authorization of Registered Owner for Agent to Make the Application

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

I, Michael Primeau, am the registered owner of the land that is
Name of Registered Owner

subject of this application for an amendment to the City of Windsor Zoning By-law and I authorize

Pillon Abbs Inc. to make this application on my behalf.
Name of Agent

X  August 9, 2024
Signed by:
1CA6BD79AECE470...
Signature of Registered Owner Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, Michael Primeau,
Name of Registered Owner

hereby authorize the Development and Heritage Standing Committee or their successor, City Council, and staff of The Corporation of the City of Windsor to enter upon the subject lands and premises described in Section 5 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject lands that may be required as a condition of approval. This is their authority for doing so.

X  August 9, 2024
Signed by:
1CA6BD79AECE470...
Signature of Registered Owner Date

If Corporation – I have authority to bind the corporation

SCHEDULE A CONTINUES ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements - *Continued*

A3. Acknowledgements

Receipt, Fees, Additional Information, Termination, and Freedom of Information

I acknowledge that receipt of this application by the City of Windsor does not guarantee it to be a complete application, that further review of the application will occur, and that I may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted.

I further acknowledge that after the application is deemed complete, fees are not refundable, additional information may be requested, and that after 60 days of inactivity the City of Windsor may terminate the application without notice.

I further acknowledge that pursuant to the provisions of the Planning Act and the Municipal Freedom of Information and Protection of Privacy Act, this application and all material and information provided with this application are made available to the public.

Species at Risk

Ontario's *Endangered Species Act* protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

I acknowledge that it is my sole responsibility as the Applicant to comply with the provisions of the *Endangered Species Act, 2007, S. O. c.6*. This could require me to register an activity, get a permit or other authorization from the Ministry of the Environment, Conservation and Parks (MECP) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any *Planning Act, R.S.O. 1990, c.P.13* approval given by the City of Windsor does not constitute an approval under the *Endangered Species Act*, nor does it absolve me from seeking the necessary authorization, approvals or permits from the MECP prior to conducting any activity that may affect endangered or threatened plant or animal or its habitat.

Additional information can be found at:

<https://www.ontario.ca/page/development-and-infrastructure-projects-and-endangered-or-threatened-species>

or by contacting MECP at SAROntario@ontario.ca

Acknowledgement

I acknowledge that I have read and understand the above statements:

X

Signed by:
Michale Primeau
1CA6BD79AECE470...

August 9, 2024

Signature of Applicant or Agent

Date

**END OF SCHEDULE A
COMPLETE SCHEDULE E ON NEXT PAGE**

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E – Environmental Site Screening Questionnaire

Previous Use of Property

- | | | | |
|---------------------------------------|-------------------------------------|-------------------------------------|--|
| <input type="checkbox"/> Residential | <input type="checkbox"/> Industrial | <input type="checkbox"/> Commercial | <input type="checkbox"/> Institutional |
| <input type="checkbox"/> Agricultural | <input type="checkbox"/> Parkland | <input type="checkbox"/> Vacant | <input checked="" type="checkbox"/> Other <u>Unknown</u> |

- a) If previous use of the property is Industrial or Commercial, specify use:

- b) Has the grading of the subject land been changed by adding earth or material? Has filling occurred on the subject land?
 Yes No Unknown
- c) Has a gasoline station and/or automobile service station been located on the subject land or adjacent lands at any time?
 Yes No Unknown
- d) Has there been petroleum or other fuel stored on the subject land or adjacent lands?
 Yes No Unknown
- e) Are there or have there ever been underground storage tanks or buried waste on the subject land or adjacent lands?
 Yes No Unknown
- f) Have the lands or adjacent lands ever been used as an agricultural operation where cyanide products may have been applied as pesticides and/or sewage sludge applied to the lands?
 Yes No Unknown
- g) Have the lands or adjacent lands ever been used as a weapons firing range?
 Yes No Unknown
- h) Is the nearest boundary line of the application within 500 metres (1,640 feet) of the boundary line of an operational/non-operational public or private waste disposal site, landfill or dump?
 Yes No Unknown
- i) If there are existing or previously existing buildings on the subject lands, are there any building materials remaining on site which are potentially hazardous to public health (e.g., asbestos, PCB's)?
 Yes No Unknown
- j) Is there reason to believe the subject lands may have been contaminated by existing or former uses on the site or adjacent sites?*

** Possible uses that can cause contamination include but are not limited to: operation of electrical transformer stations, disposal of waste minerals, raw material storage, and residues left in containers, maintenance activities and spills. Some commercial properties such as gasoline stations, automotive repair garages, and dry cleaning plants have similar potential. The longer a property is under industrial or similar use, the greater the potential for site contamination. Also, a series of different industrial or similar uses upon a site could potentially increase the number of chemicals that are present.*

- k) If current or previous use of the property is Industrial or Commercial, or if YES to any of a) to j) above, attach a previous use inventory showing all former uses of the subject land, or if applicable, the land(s) adjacent to the subject lands.

SCHEDULE E CONTINUES ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E - CONTINUED

Acknowledgement Clause

I hereby acknowledge that it is my responsibility to ensure that I am in compliance with all applicable laws, regulations, guidelines and the City's Official Plan policies pertaining to potentially contaminated sites, and to use all reasonable effort to identify the potential for contamination on the subject property.

I acknowledge that as a condition of approval of this application that the City may require me to file a Record of Site Condition signed by a qualified person in the provincial Environmental Site Registry, and provide verification to the City of Windsor of acknowledgement of this Record of Site Condition by the Ministry of Environment.

I acknowledge that the City may require the qualified person signing the Record of Site Condition to submit to the City a Declaration acknowledging that the City of Windsor may rely on the statements in the Record of Site Condition.

I acknowledge that the City of Windsor is not responsible for the identification and/or remediation of contaminated sites, and I agree, whether in, through, or as a result of any action or proceeding for environmental clean-up of any damage or otherwise, I will not sue or make claim whatsoever against the City of Windsor, its officers, officials, employees or agents for or in respect of any loss, damage, injury or costs.

Michael Primeau

Name of Applicant (print)

X

Signed by:
Michale Primeau
1CA6BD79AECE470...

Signature of Applicant

August 9, 2024

Date

Tracey Pillon-Abbs

Name of Agent (print)



Signature of Agent

August 9, 2024

Date

END OF SCHEDULE E

ZONING BY-LAW AMENDMENT APPLICATION

DO NOT COMPLETE BELOW – STAFF USE ONLY

Receipt and Assignment of Application	Date Received Stamp
This application has been assigned to:	
<input type="checkbox"/> Adam Szymczak (AS)	<input type="checkbox"/> Brian Nagata (BN)
<input type="checkbox"/> Frank Garardo (FG)	<input type="checkbox"/> Tracy Tang (TT)
<input type="checkbox"/> Jim Abbs (JA)	<input type="checkbox"/> Justina Nwaesei (JN)
<input type="checkbox"/> Kevin Alexander (KA)	<input type="checkbox"/> Laura Strahl (LS)
<input type="checkbox"/> Simona Simion (SS)	<input type="checkbox"/> _____

Complete Application
This application is deemed complete on _____ <i>Date</i>
_____ <i>Signature of Delegated Authority</i>
<input type="checkbox"/> Neil Robertson, MCIP, RPP Manager of Urban Design <input type="checkbox"/> Greg Atkinson, MCIP, RPP Manager of Development <input type="checkbox"/> Thom Hunt, MCIP, RPP City Planner & Executive Director

Internal Information
Fee Paid: \$ _____ Receipt No: _____ Date: _____
Payment Type: <input type="checkbox"/> Cash <input type="checkbox"/> Certified Cheque <input type="checkbox"/> Credit Card <input type="checkbox"/> Personal Cheque
NEW Zoning File No. ZNG/ _____ Z- _____
Previous Zoning File No. ZNG/ _____ Z- _____
Related OPA File No. OPA/ _____ OPA _____
Other File Numbers: _____
Notes: _____

THIS IS THE LAST PAGE OF THE APPLICATION FORM

PLANNING AND DEVELOPMENT SERVICES

Memo

To: City Clerk
From: City Planner/Executive Director
Date: January 3, 2025
Subject: TRANSMITTAL OF NEW FILE
Our File Number: Z-040/24 [ZNG/7258]
RE: Application For: (X) Zoning Amendment () Official Plan Amendment
() Part Lot Control () Draft Plan of Subdivision/Condominium

Applicant: 2652184 ONTARIO LTD.
Location: 1110 TECUMSEH RD. E.
Description: Application to amend Zoning By-law 8600 to permit a multiple dwelling as an additional permitted use.

The ZONING BY-LAW AMENDMENT application submitted on NOVEMBER 22, 2024 by 2652184 ONTARIO LTD. for 1110 TECUMSEH RD. E. has been deemed complete on DECEMBER 17, 2024.

Enclosures:

- (X) 1 copy of Application Form
- () 1 copy of Drawings
- () 1 copy of Site Plan



Neil Robertson, MCIP, RPP
City Planner/Executive Director

NR/nm

January 2, 2025

Dillon Consulting Ltd.
c/o Melanie Muir
1 Riverside Dr. W.
Windsor, ON N9A 5K3

Dear Agent,

Re: ZONING BY-LAW AMENDMENT APPLICATION

APPLICANT: 2652184 ONTARIO LTD.

LOCATION: 1110 TECUMSEH RD. E.

FILE NO.: Z-040/24 [ZNG/7258]

I acknowledge receipt of a Zoning By-law Amendment Application. Per the delegation authority in By-Law 139-2013, the required information and material submitted on November 22, 2024 was deemed COMPLETE on December 17, 2024. Processing has begun.

You will be advised prior to the Development & Heritage Standing Committee and Council meetings of the position of Planning & Development Services on the application and the dates of the public meetings.

Please email me at aszymczak@citywindsor.ca, if you have any questions.

Sincerely,



Adam Szymczak
Senior Planner – Development Review

AS/nm

ZONING BY-LAW AMENDMENT APPLICATION

INSTRUCTIONS

Verify that you are using the most current application form.

- Section 1: Before this application can be submitted, you must complete both Stage 1 and Stage 2 Planning Consultation Applications.
- Section 2: During the Stage 2 process, any required studies must be completed and submitted for review and comment. The final studies for Stage 2 must be included with this application and the proposal must remain unchanged.
- Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, agent, and registered owner. If any of these are a corporation, provide the full corporate name. Include the full name of the contact person. If there is more than one person, corporation, or registered owner, use additional sheets.
- Section 4: Indicate if you are submitting other companion applications with this application. Please note that an application to amend the Official Plan or an application for Plan of Subdivision/Condominium are the only applications that will be accepted for processing concurrently with a Zoning Amendment.
- Section 5: Provide information about the subject land. This information is used to determine supporting information requirements and to assist in the review of the application.
- Section 6: Indicate the amendment, proposed uses and describe the nature and extent of the amendment being requested. Indicate why the amendment is being requested and how it is consistent with the Provincial Policy Statement and conforms to the City of Windsor Official Plan.
- Section 7: If there are any existing buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows this information.
- Section 8: If you propose to build any buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows the information.
- Section 9: Indicate how the property is accessed. Check all boxes that apply.
- Section 10: Provide information about water service, sanitary sewage disposal, and storm drainage.
- Section 11: Provide a sketch of the subject land showing, in metric units, the items listed or indicate if this information is provided on an existing plan or a conceptual site plan.
- Section 12: Please refer to the Stage 2 Planning Consultation letter for details regarding the fees needing to be paid.
- Section 13: Explain your proposed strategy for consulting with the public with respect to the application.
- Section 14: Complete and sign in the presence of a Commissioner of Taking Affidavits.
- Other: Read, complete in full, and sign Schedules A & E.

Submit application form, supporting information, and application fee to Senior Steno Clerk at Planning & Development Services, Suite 210, 350 City Hall Square West, Windsor ON N9A 6S1 or planningdept@citywindsor.ca

TYPE OF REZONING AMENDMENT

DATE RECEIVED STAMP

The type of amendment is stated in the Stage 2 Consultation letter.

Minor Zoning Amendment:

- Site zoned commercial, institutional, or manufacturing
 - Addition to the list of permitted uses
- Site already zoned
 - Change to existing regulations or to zoning district boundary to match lot lines
- Site designated in the Official Plan for residential use
 - Rezoning to accommodate a maximum of six dwelling units
- Site designated in the Official Plan for the proposed use other than residential
 - Site-specific zoning for a site with a lot area of less than 1,000.0 m²

Major Zoning Amendment: Any other amendment not listed as minor.

ZONING BY-LAW AMENDMENT APPLICATION

ZONING BY-LAW AMENDMENT PROCESS

The application will be terminated without notice after 60 days of inactivity. The following is for your information only. Review the Planning Act and relevant regulations for statutory requirements. The processing of the application is subject to change. Direct all questions to the assigned Planner. The process is generally as follows:

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5. The DHSC meeting is the public meeting required by the Planning Act. Public notice of the DHSC meeting is advertised in the Windsor Star, a local newspaper, at least 20 days in advance of the DHSC meeting. A courtesy notice may be mailed to property owners and/or tenants within 120 metres or more of the subject land.
6. 10 days prior to the DHSC meeting, the staff report is circulated to the applicant and DHSC members and made available to the public. All supporting documentation submitted by the applicant is available for review.
7. At the DHSC meeting, a staff planner may make a presentation. The applicant and other parties have an opportunity to provide verbal and/or written submissions. The DHSC may ask questions of staff, the applicant, agent, and other parties. The DHSC may decide to defer or recommend approval or denial of the application.
8. If deferred, the application along with any additional information or a new staff report will be considered at a future DHSC meeting. If recommended for approval or denial, the staff report, the minutes of the DHSC meeting, and the amending by-law are forwarded to City of Windsor Council for consideration at a future date. The applicant, agent and all interested parties will be notified by Council Services of the date, time, and location of the Council meeting. Call 311 or contact Council Services at 519-255-6211 or clerks@citywindsor.ca.
9. The application may be placed on the Consent Agenda of the Council Meeting, a part of the meeting where Council approves several matters with a single motion. If the application is not on the Consent Agenda, the staff planner may introduce the application, review the staff recommendation and any additional information provided to Council, and advise Council of any differences between the staff and DHSC recommendations. The applicant and other interested parties have an opportunity to make verbal and/or written submissions. Council may decide to approve, deny, or defer the application. If Council approves the application, the amending by-law may be approved at the same Council meeting, otherwise it will be approved at a future Council meeting.
10. When the amending by-law is passed, Council Services will mail a notice of the passing of the amending by-law to property owners and various public agencies within 15 days. There is a 20-day appeal period commencing the day after this notice is given. The notice will include the last day to file an appeal. An appeal is made to the Ontario Land Tribunal (OLT) through Council Services. If no appeal is filed, the amending by-law is final and binding as of the date of Council's passing of the by-law. Contact Council Services at 519-255-6211 or clerks@citywindsor.ca.
11. If the rezoning is subject to a holding symbol, it is the responsibility of the property owner to satisfy the conditions to remove the holding symbol, to apply, and to pay the fee to remove the holding symbol.

CONTACT INFORMATION

Planning & Development Services
Suite 210
350 City Hall Square West
Windsor ON N9A 6S1

Telephone: 519-255-6543
Fax: 519-255-6544
Email: planningdept@citywindsor.ca
Web Site: www.citywindsor.ca

ZONING BY-LAW AMENDMENT APPLICATION

1. PLANNING CONSULTATION – Completion of Stage 2

Planning Consultation (Stage 2 Application) must be completed before this application can be submitted.

Has the Planning Consultation Stage 2 Application been completed? NO YES File Number: PC- 068/23

Staff Use Only

Signature of Staff Planner	Date of Consultation
<input type="checkbox"/> Jim Abbs	<input type="checkbox"/> Kevin Alexander
<input type="checkbox"/> Brian Nagata	<input type="checkbox"/> Justina Nwaesei
<input type="checkbox"/> Adam Szymczak	<input type="checkbox"/> Tracy Tang
	<input type="checkbox"/> Frank Garardo
	<input type="checkbox"/> Simona Simion
	<input type="checkbox"/> Laura Strahl
	<input type="checkbox"/> _____

2. REQUIRED SUPPORTING INFORMATION as Identified in the Planning Consultation Stage 2 Process:

For each document, provide one paper copy, and where possible, one digital copy on a USB flash drive or by email. All drawings or plans shall be in letter size (8.5 x 11 inches) in JPG and PDF format. All other document shall be provided in Word and PDF format. **All PDF documents shall be flattened with no layers.**

The City of Windsor reserves the right to require additional supporting information during the processing of the application. All supporting information submitted is made available for public review.

If you are submitting a companion application submit only one set of documents.

Staff Use Only

<input checked="" type="checkbox"/> Deed or Offer to Purchase	<input type="checkbox"/> Corporation Profile Report	<input checked="" type="checkbox"/> Site Plan Conceptual (see Section 8)	<input checked="" type="checkbox"/> Sketch of Subject Land (see Section 11)
<input type="checkbox"/> Archaeological Assessment – Stage 1	<input type="checkbox"/> Built Heritage Impact Study	<input type="checkbox"/> Environmental Evaluation Report	<input type="checkbox"/> Environmental Site Assessment
<input type="checkbox"/> Floor Plan and Elevations	<input type="checkbox"/> Geotechnical Study	<input type="checkbox"/> Guideline Plan	<input type="checkbox"/> Lighting Study
<input type="checkbox"/> Market Impact Assessment	<input type="checkbox"/> Micro-Climate Study	<input type="checkbox"/> Noise Study	<input type="checkbox"/> Planning Rationale Report
<input type="checkbox"/> Record of Site Condition (see Schedule E)	<input type="checkbox"/> Sanitary Sewer Study	<input type="checkbox"/> Species at Risk Screening	<input type="checkbox"/> Storm Sewer Study
<input type="checkbox"/> Storm Water Retention Scheme	<input type="checkbox"/> Topographic Plan of Survey	<input type="checkbox"/> Transportation Impact Statement	<input type="checkbox"/> Transportation Impact Study
<input type="checkbox"/> Tree Preservation	<input type="checkbox"/> Tree Survey Study	<input type="checkbox"/> Urban Design Study	<input type="checkbox"/> Vibration Study
<input type="checkbox"/> Wetland Evaluation Study	Other Required Information: _____		

ZONING BY-LAW AMENDMENT APPLICATION

3. APPLICANT, REGISTERED OWNER, AND AGENT INFORMATION

Provide in full the name of the applicant, registered owner, and agent, the name of the contact person, and address, postal code, phone number, fax number and email address.

If the applicant or registered owner is a numbered company, provide the name of the principals of the company. If there is more than one applicant or registered owner, copy this page, complete in full and submit with this application.

All communication is with the Agent authorized by the Owner to file the application. If there is no Agent, all communication is with the Applicant.

Applicant

Name: 2652184 Ontario Ltd. Contact: Imad Najjar
Name of Contact Person

Address: 1040 Lake Laguna Court, Windsor, ON

Address: _____ Postal Code: N8G 2Y1

Phone: 519-919-2277 Fax: _____

Email: imad@rockymotors.com

Registered Owner Same as Applicant

Name: _____ Contact: _____
Name of Contact Person

Address: _____

Address: _____ Postal Code: _____

Phone: _____ Fax: _____

Email: _____

Agent Authorized by the Owner to File the Application (Also complete Section A1 in Schedule A)

Name: Dillon Consulting Limited Contact: Melanie Muir
Name of Contact Person

Address: 1 Riverside Drive West, Windsor ON

Address: _____ Postal Code: N9A 5K3

Phone: 519-791-2221 Fax: _____

Email: mmuir@dillon.ca

4. COMPANION APPLICATIONS

Are you submitting a companion Official Plan Amendment application? NO YES

Are you submitting a companion Plan of Subdivision/Condominium application? NO YES

Please note that if a development proposal requires site plan approval, that application can only be submitted after the zoning amendment has been considered by City Council and the appeal period has concluded.

ZONING BY-LAW AMENDMENT APPLICATION

5. SUBJECT LAND INFORMATION

Municipal Address 1110 Tecumseh Road East

Legal Description Part Lot 11, RP 423; Lots 470 & 471, Part Lot 466 and Part Closed Alleys, RP 920

Assessment Roll Number 373903043011800

If known, the date the subject land was acquired by the current owner: _____

Frontage (m) 64.9m Depth (m) Irregular Area (sq m) 3,944.5m²

Official Plan Designation Mixed Use Corridor

Current Zoning Highway Commercial (CD4.1) & General Commercial (CD2.1)

Existing Uses Vacant, Parking

If known, the lengths of time that the existing uses have continued: +/-8 years

Previous Uses Gas Station

List the names and addresses of the holders of any mortgages, charges, or other encumbrances in respect of the subject land:

N/A

Are there any easements or restrictive covenants affecting the subject lands? NO YES

If yes, describe the easement or restrictive covenant and its effect:

If known, has the subject land ever been subject of: *(leave blank if unknown)*

An application for a Plan of Subdivision or Consent: NO YES File: _____

An application for an amendment to a Zoning By-law: NO YES File: _____

An application for approval of a Site Plan: NO YES SPC- _____

A Minister's Zoning Order (Ontario Regulation): NO YES OR#: _____

ZONING BY-LAW AMENDMENT APPLICATION

6. DESCRIPTION OF AMENDMENT

Amendment to Zoning By-law from: Highway Commercial (CD4.1) & General Commercial (CD2.1)

to: Site Specific General Commercial (CD2.1)

Proposed uses of subject land: Residential

Describe the nature and extent of the amendment(s) being requested:

The proposal includes the development of a 14.0 metre (4-storey), thirty-six (36) multiple dwelling residential building with the associated forty-seven (47) parking spaces provided on site.

Please refer to the Planning Justification Report for more details.

Why is this amendment or these amendments being requested?

- Addition of "Multiple Dwelling" as a permitted use;
- A minimum lot area of 3800 m²;
- A minimum front yard depth of 3.0m;
- Relief from Section 25.5.20.6 - minimum separation from 4.5m to 2.0m; and
- That the site be designated as Class 4 as per MECP NCP-300.

Explain how the amendment to the Zoning By-law is consistent with the Provincial Policy Statement:

See Planning Rationale Report _____

Explain how the application conforms to the City of Windsor Official Plan:

See Planning Rationale Report _____

If this application is to remove land from an area of employment, details of the official plan or official plan amendment that deals with this matter:

See Planning Rationale Report See Official Plan Amendment

N/A

ZONING BY-LAW AMENDMENT APPLICATION

7. EXISTING BUILDINGS / STRUCTURES ON SUBJECT LAND

Are there any buildings or structures on the subject land?

- NO Continue to Section 8
- YES Indicate the type of building or structure, the date of construction (if known), and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure and its dimensions or floor area.
 - See attached Existing Plan or Sketch of Subject Land

8. PROPOSED BUILDINGS / STRUCTURES ON SUBJECT LAND

Do you propose to build any buildings or structures on the subject land?

- NO Continue to Section 9
- YES Indicate the type of building or structure and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure, and its dimensions or floor area.
 - See attached concept plan

ZONING BY-LAW AMENDMENT APPLICATION

9. ACCESS TO SUBJECT LAND

Indicate if access to subject land is by: *(check all that apply)*

- Municipal Road Provincial Highway Another public road or a right-of-way
- Water - If access to the subject land is by water only, describe the parking and docking facilities used or to be used and provide the approximate distance in metric of these facilities from the subject land and the nearest public road:

10. WATER, SANITARY SEWAGE AND STORM DRAINAGE

WATER – Indicate whether water will be provided to the subject land by:

- Publicly owned & operated piped water system
- Privately owned & operated individual well
- Privately owned & operated communal well
- Other _____

SANITARY - Indicate whether sewage disposal will be provided to the subject land by:

- Publicly owned & operated sanitary sewage system
- Privately owned & operated individual septic system - See Note below
- Privately owned & operated communal septic system - See Note below
- Other _____

Note: If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4,500 litres of effluent would be produced per day as a result of the development being completed, you must submit a Servicing Options Report and a Hydrogeological Report.

STORM DRAINAGE - Indicate whether storm drainage will be provided by:

- Sewers Ditches Swales Other _____

ZONING BY-LAW AMENDMENT APPLICATION

11. SKETCH OF SUBJECT LAND

Provide a sketch showing, in metric units,

- a) the boundaries and dimensions of the subject land;
- b) the location, size, and type of all existing and proposed buildings and structures on the subject land, including their distance from the front lot line, rear lot line, and side lines;
- c) the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that are located on the subject land and on land that is adjacent to it, and in the applicant's opinion, may affect the application;
- d) the current uses of all land that is adjacent to the subject land;
- e) the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road, or a right of way;
- f) if access to the subject land will be water only, the location of the parking and docking facilities to be used; and
- g) the location and nature of any easement affecting the subject land.

12. APPLICATION FEE & OTHER FEES

The amendment type and corresponding application fees are identified in the Planning Consultation Stage 2 process.

Fees may be subject to change and are not refundable once the application is deemed complete. Method of payment: Cash, Mastercard, Visa or Certified Cheque or Personal Cheque payable to The Corporation of the City of Windsor. If paying by Mastercard or Visa, contact the Senior Steno Clerk for further direction at planningdept@citywindsor.ca or 519-255-6543.

APPLICATION FEE

Amendment Type	Code	<input type="checkbox"/> Minor Rezoning	<input checked="" type="checkbox"/> Major Rezoning
Base Fee	53001	\$4,347.00	\$5,837.40
GIS Fee	63024	+ \$50.00	+ \$50.00
Essex Region Conservation Authority Fee	53023	+ \$200.00	+ \$300.00
Total Application Fee		= \$4,597.00	= \$6,187.40

The following fees are provided for information purposes. They are not due at this time but may be assessed depending on the type(s) of applications associated with the development proposal

OTHER FEES

- Re-Notification/Deferral Fee** Code 53016 \$2,258.40
Required when an applicant requests a deferral after notice of a public meeting has been given.
- Legal Fee - Servicing Agreement** Code 63002 \$597.64 plus \$50 per unit, lot, or block
Required when the preparation of a servicing agreement is a condition of approval.
- Removal of the Holding Symbol Application** Code 53001 \$1,536.00
It is the responsibility of the property owner to satisfy the conditions to remove the holding symbol and to apply and fee to remove the holding symbol.
- Ontario Land Tribunal (OLT) Appeal Fee** \$1,100.00
An appeal is made through Council Services (519-255-6211 or clerks@citywindsor.ca). Fees, forms, and processes are subject to change. Visit <https://olt.gov.on.ca> for additional information

ZONING BY-LAW AMENDMENT APPLICATION

13. PROPOSED PUBLIC CONSULTATION STRATEGY

Select or describe your proposed strategy for consulting with the public with respect to the application:

Required Public Consultation (Public Notice & Public Meeting as required per the Planning Act)

Open House Website Other _____

A Public Information Centre was held on April 30th, 2024. An Engagement Summary Report has been included as part of the submission package.

14. SWORN DECLARATION OF APPLICANT

Complete in the presence of a Commissioner for Taking Affidavits. If the declaration is to be administered remotely, you must be able to see, hear and communicate with the Commissioner and show documentation that confirms your identity.

I, Imad Najjar of 2652184 Ontario Ltd., solemnly declare that the information required under Schedule 1 to Ontario Regulation 545/06 and provided by the applicant is accurate and that the information contained in the documents that accompany this application is accurate, that if this declaration was administered remotely that it was in accordance with Ontario Regulation 431/20, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.



Signature of Applicant

*Sign in the presence of a Commissioner
For Taking Affidavits*

Windsor, Ontario

Location of Applicant at time of declaration

This declaration was administered remotely in accordance with Ontario Regulation 431/20

Declared before me  at the Dillon Consulting Limited in the City of Windsor

Signature of Commissioner

Location of Commissioner

this 13 day of September, 2024
day month year

PLACE AN IMPRINT OF YOUR STAMP BELOW

MELANIE ANNE MUIR,
a Commissioner, etc., Province of Ontario,
for Dillon Consulting Limited.
Expires May 3, 2025.

READ & COMPLETE SCHEDULES A & E IN FULL & SIGN

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements

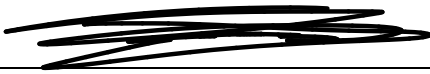
A1. Authorization of Registered Owner for Agent to Make the Application

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

I, Imad Najjar of 2652184 Ontario Ltd., am the registered owner of the land that is
Name of Registered Owner

subject of this application for an amendment to the City of Windsor Zoning By-law and I authorize

Dillon Consulting Limited to make this application on my behalf.
Name of Agent



Signature of Registered Owner

September 13, 2024

Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, Imad Najjar of 2652184 Ontario Ltd.,
Name of Registered Owner

hereby authorize the Development and Heritage Standing Committee or their successor, City Council, and staff of The Corporation of the City of Windsor to enter upon the subject lands and premises described in Section 5 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject lands that may be required as a condition of approval. This is their authority for doing so.



Signature of Registered Owner

September 13, 2024

Date

If Corporation – I have authority to bind the corporation

SCHEDULE A CONTINUES ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements - *Continued*

A3. Acknowledgements

Receipt, Fees, Additional Information, Termination, and Freedom of Information

I acknowledge that receipt of this application by the City of Windsor does not guarantee it to be a complete application, that further review of the application will occur, and that I may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted.

I further acknowledge that after the application is deemed complete, fees are not refundable, additional information may be requested, and that after 60 days of inactivity the City of Windsor may terminate the application without notice.

I further acknowledge that pursuant to the provisions of the Planning Act and the Municipal Freedom of Information and Protection of Privacy Act, this application and all material and information provided with this application are made available to the public.

Species at Risk

Ontario's *Endangered Species Act* protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

I acknowledge that it is my sole responsibility as the Applicant to comply with the provisions of the *Endangered Species Act, 2007, S. O. c.6*. This could require me to register an activity, get a permit or other authorization from the Ministry of the Environment, Conservation and Parks (MECP) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any *Planning Act, R.S.O. 1990, c.P.13* approval given by the City of Windsor does not constitute an approval under the *Endangered Species Act*, nor does it absolve me from seeking the necessary authorization, approvals or permits from the MECP prior to conducting any activity that may affect endangered or threatened plant or animal or its habitat.

Additional information can be found at:

<https://www.ontario.ca/page/development-and-infrastructure-projects-and-endangered-or-threatened-species>

or by contacting MECP at SAROntario@ontario.ca

Acknowledgement

I acknowledge that I have read and understand the above statements:



Signature of Applicant or Agent

September 13, 2024

Date

**END OF SCHEDULE A
COMPLETE SCHEDULE E ON NEXT PAGE**

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E – Environmental Site Screening Questionnaire

Previous Use of Property

- Residential Industrial Commercial Institutional
 Agricultural Parkland Vacant Other _____

- a) If previous use of the property is Industrial or Commercial, specify use:

- b) Has the grading of the subject land been changed by adding earth or material? Has filling occurred on the subject land?
 Yes No Unknown
- c) Has a gasoline station and/or automobile service station been located on the subject land or adjacent lands at any time?
 Yes No Unknown
- d) Has there been petroleum or other fuel stored on the subject land or adjacent lands?
 Yes No Unknown
- e) Are there or have there ever been underground storage tanks or buried waste on the subject land or adjacent lands?
 Yes No Unknown
- f) Have the lands or adjacent lands ever been used as an agricultural operation where cyanide products may have been applied as pesticides and/or sewage sludge applied to the lands?
 Yes No Unknown
- g) Have the lands or adjacent lands ever been used as a weapons firing range?
 Yes No Unknown
- h) Is the nearest boundary line of the application within 500 metres (1,640 feet) of the boundary line of an operational/non-operational public or private waste disposal site, landfill or dump?
 Yes No Unknown
- i) If there are existing or previously existing buildings on the subject lands, are there any building materials remaining on site which are potentially hazardous to public health (e.g., asbestos, PCB's)?
 Yes No Unknown
- j) Is there reason to believe the subject lands may have been contaminated by existing or former uses on the site or adjacent sites?*
- Yes No Unknown

** Possible uses that can cause contamination include but are not limited to: operation of electrical transformer stations, disposal of waste minerals, raw material storage, and residues left in containers, maintenance activities and spills. Some commercial properties such as gasoline stations, automotive repair garages, and dry cleaning plants have similar potential. The longer a property is under industrial or similar use, the greater the potential for site contamination. Also, a series of different industrial or similar uses upon a site could potentially increase the number of chemicals that are present.*

- k) If current or previous use of the property is Industrial or Commercial, or if YES to any of a) to j) above, attach a previous use inventory showing all former uses of the subject land, or if applicable, the land(s) adjacent to the subject lands.

SCHEDULE E CONTINUES ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E - CONTINUED

Acknowledgement Clause

I hereby acknowledge that it is my responsibility to ensure that I am in compliance with all applicable laws, regulations, guidelines and the City's Official Plan policies pertaining to potentially contaminated sites, and to use all reasonable effort to identify the potential for contamination on the subject property.

I acknowledge that as a condition of approval of this application that the City may require me to file a Record of Site Condition signed by a qualified person in the provincial Environmental Site Registry, and provide verification to the City of Windsor of acknowledgement of this Record of Site Condition by the Ministry of Environment.

I acknowledge that the City may require the qualified person signing the Record of Site Condition to submit to the City a Declaration acknowledging that the City of Windsor may rely on the statements in the Record of Site Condition.

I acknowledge that the City of Windsor is not responsible for the identification and/or remediation of contaminated sites, and I agree, whether in, through, or as a result of any action or proceeding for environmental clean-up of any damage or otherwise, I will not sue or make claim whatsoever against the City of Windsor, its officers, officials, employees or agents for or in respect of any loss, damage, injury or costs.

Imad Najjar of 2652184 Ontario Ltd.

Name of Applicant (print)



Signature of Applicant

September 13, 2024

Date

Melanie Muir of Dillon Consulting Limited

Name of Agent (print)

Signature of Agent

September 13, 2024

Date

END OF SCHEDULE E

ZONING BY-LAW AMENDMENT APPLICATION

DO NOT COMPLETE BELOW – STAFF USE ONLY

Receipt and Assignment of Application	Date Received Stamp
This application has been assigned to:	
<input type="checkbox"/> Adam Szymczak (AS)	<input type="checkbox"/> Brian Nagata (BN)
<input type="checkbox"/> Frank Garardo (FG)	<input type="checkbox"/> Tracy Tang (TT)
<input type="checkbox"/> Jim Abbs (JA)	<input type="checkbox"/> Justina Nwaesei (JN)
<input type="checkbox"/> Kevin Alexander (KA)	<input type="checkbox"/> Laura Strahl (LS)
<input type="checkbox"/> Simona Simion (SS)	<input type="checkbox"/> _____

Complete Application		
This application is deemed complete on _____ <div style="text-align: right;"><i>Date</i></div>		

<i>Signature of Delegated Authority</i>		
<input type="checkbox"/> Neil Robertson, MCIP, RPP Manager of Urban Design	<input type="checkbox"/> Greg Atkinson, MCIP, RPP Manager of Development	<input type="checkbox"/> Thom Hunt, MCIP, RPP City Planner & Executive Director

Internal Information			
Fee Paid: \$ _____	Receipt No: _____	Date: _____	
Payment Type: <input type="checkbox"/> Cash	<input type="checkbox"/> Certified Cheque	<input type="checkbox"/> Credit Card	<input type="checkbox"/> Personal Cheque
NEW Zoning File No. ZNG/ _____	Z- _____		
Previous Zoning File No. ZNG/ _____	Z- _____		
Related OPA File No. OPA/ _____	OPA _____		
Other File Numbers: _____			
Notes: _____			

THIS IS THE LAST PAGE OF THE APPLICATION FORM

January 2, 2025

Dillon Consulting Ltd.
c/o Melanie Muir
1 Riverside Dr. W.
Windsor, ON N9A 5K3

Dear Agent,

Re: ZONING BY-LAW AMENDMENT & OFFICIAL PLAN AMENDMENT APPLICATION

APPLICANT: LAKEFRONT HEIGHTS INC.

LOCATION: 0 WYANDOTTE ST. E.

FILE NO.: Z-030/24 [ZNG/7234] & OPA 189 [OPA/7235]

I acknowledge receipt of a Zoning By-law Amendment & Official Plan Amendment Application. Per the delegation authority in By-Law 139-2013, the required information and material submitted on September 11, 2024 was deemed COMPLETE on December 19, 2024. Processing has begun.

You will be advised prior to the Development & Heritage Standing Committee and Council meetings of the position of Planning & Development Services on the application and the dates of the public meetings.

Please email me at jabbs@citywindsor.ca, if you have any questions.

Sincerely,



Jim Abbs
Planner III – Development Review

JA/nm

OFFICIAL PLAN AMENDMENT APPLICATION

INSTRUCTIONS

Verify that you are using the most current application form.

- Section 1: Before this application can be submitted, you must complete both Stage 1 and Stage 2 Planning Consultation Applications.
- Section 2: During the Stage 2 process, any required studies must be completed and submitted for review and comment. The final studies for Stage 2 must be included with this application and the proposal must remain unchanged.
- Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, agent, and registered owner. If any of these are a corporation, provide the full corporate name. Include the full name of the contact person. If there is more than one person, corporation, or registered owner, use additional sheets.
- Section 4: Indicate if you are submitting companion applications with this application. Please note that an application to amend the Zoning By-law or an application for Plan of Subdivision/Condominium are the only applications that will be accepted for processing concurrently with an Official Plan Amendment.
- Section 5: Provide information about the subject land. This information is used to determine or confirm supporting information requirements and to assist in the review of the application.
- Section 6: Describe the amendment and answer all questions. If some of this information is in a Planning Rationale Report, check the box beside "See Planning Rationale Report".
- Section 7: Provide details about any other Planning Act applications by the applicant for the subject land or any land within 120 metres.
- Section 8: Provide information about water service and sanitary sewage disposal.
- Section 9: Complete this section using the information provided in the Planning Consultation Stage 2 letter.
- Section 10: Explain your proposed strategy for consulting with the public with respect to the application.
- Section 11: Complete and sign in the presence of a Commissioner of Taking Affidavits.

Schedules: Read and complete Schedule A in full and sign.

Submit application form, supporting information, and application fee to the Senior Steno Clerk at Planning & Development Services, Suite 210, 350 City Hall Square West, Windsor ON N9A 6S1 or planningdept@citywindsor.ca.

Any timelines noted in this application form are subject to change.

The application is reviewed to ensure all prescribed information and the required fee have been submitted. Within 30 days of the receipt of the application, the applicant will be notified in writing that the application is deemed complete. If deemed incomplete, the application and fee will be returned. If deemed complete, the application fee is not refundable.

The applicant, agent and all other interested parties will be notified by Council Services of the date, time, and location of the Development & Heritage Standing Committee (DHSC) meeting and the Council meeting.

An application will be terminated without notice after 60 days of inactivity.

DATE RECEIVED STAMP

CONTACT INFORMATION

Planning & Development Services
Suite 210
350 City Hall Square West
Windsor ON N9A 6S1

Telephone: 519-255-6543
Fax: 519-255-6544
Email: planningdept@citywindsor.ca
Web Site: www.citywindsor.ca

OFFICIAL PLAN AMENDMENT APPLICATION

1. PLANNING CONSULTATION – Completion of Stage 2

Planning Consultation (Stage 2 Application) must be completed before this application can be submitted.

Has the Planning Consultation Stage 2 Application been completed?

NO YES File Number: PC- _____

Staff Use Only

Signature of Staff Planner	Date of Consultation
<input type="checkbox"/> Jim Abbs	<input type="checkbox"/> Kevin Alexander
<input type="checkbox"/> Brian Nagata	<input type="checkbox"/> Justina Nwaesei
<input type="checkbox"/> Adam Szymczak	<input type="checkbox"/> Tracy Tang
	<input type="checkbox"/> Frank Garardo
	<input type="checkbox"/> Simona Simion
	<input type="checkbox"/> Laura Strahl
	<input type="checkbox"/> _____

2. REQUIRED SUPPORTING INFORMATION as Identified in the Planning Consultation Stage 2 Process:

For each document, provide one paper copy, and where possible, one digital copy on a USB flash drive or by email. All drawings or plans shall be in letter size (8.5 x 11 inches) in JPG and PDF format. All other document shall be provided in Word and PDF format. Please ensure that all PDF documents are 'flattened' and contain no layers.

The City of Windsor reserves the right to require additional supporting information during the processing of the application. All supporting information submitted is made available for public review.

If you are submitting a companion application submit only one set of documents.

<input checked="" type="checkbox"/> Deed or Offer to Purchase	<input type="checkbox"/> Corporation Profile Report	<input checked="" type="checkbox"/> Site Plan Conceptual	<input checked="" type="checkbox"/> Sketch of Subject Land
<input type="checkbox"/> Archaeological Assessment – Stage 1	<input type="checkbox"/> Built Heritage Impact Study	<input type="checkbox"/> Environmental Evaluation Report	<input type="checkbox"/> Environmental Site Assessment
<input type="checkbox"/> Floor Plan and Elevations	<input type="checkbox"/> Geotechnical Study	<input type="checkbox"/> Guideline Plan	<input type="checkbox"/> Lighting Study
<input type="checkbox"/> Market Impact Assessment	<input type="checkbox"/> Micro-Climate Study	<input type="checkbox"/> Noise Study	<input type="checkbox"/> Planning Rationale Report
<input type="checkbox"/> Record of Site Condition <i>(see Schedule E)</i>	<input type="checkbox"/> Sanitary Sewer Study	<input type="checkbox"/> Species at Risk Screening	<input type="checkbox"/> Storm Sewer Study
<input type="checkbox"/> Storm Water Retention Scheme	<input type="checkbox"/> Topographic Plan of Survey	<input type="checkbox"/> Transportation Impact Statement	<input type="checkbox"/> Transportation Impact Study
<input type="checkbox"/> Tree Preservation	<input type="checkbox"/> Tree Survey Study	<input type="checkbox"/> Urban Design Study	<input type="checkbox"/> Vibration Study
<input type="checkbox"/> Wetland Evaluation Study	Other Required Information: _____		

OFFICIAL PLAN AMENDMENT APPLICATION

3. APPLICANT, REGISTERED OWNER AND AGENT INFORMATION

Provide in full the name of the applicant, registered owner and agent, the name of the contact person, and address, postal code, phone number, fax number and email address.

If the applicant or registered owner is a numbered company, provide the name of the principals of the company. If there is more than one applicant or registered owner, copy this page, complete in full and submit with this application.

All communication is with the Agent authorized by the Owner to file the application. If there is no Agent, all communication is with the Applicant.

Applicant

Name: Lakefront Heights Inc. Contact: Wing On Li
Name of Contact Person

Address: 4510 Rhodes Drive, Suite 520

Address: Windsor, Ontario Postal Code: N8W 5K5

Phone: 647-866-1200 Fax: _____

Email: wingon.li@horizoninv.ca

Registered Owner Same as Applicant

Name: _____ Contact: _____
Name of Contact Person

Address: _____

Address: _____ Postal Code: _____

Phone: _____ Fax: _____

Email: _____

Agent Authorized by the Owner to File the Application (Also complete Section A1 of Schedule A)

Name: Dillon Consulting Limited Contact: Melanie Muir
Name of Contact Person

Address: 3200 Deziel Drive, Suite 608

Address: Windsor, Ontario Postal Code: N8W 5K8

Phone: 519-791-2221 Fax: 519-948-5054

Email: mmuir@dillon.ca

4. COMPANION APPLICATIONS

Are you submitting a companion Zoning Amendment application? NO YES

Are you submitting a companion Plan of Subdivision/Condominium application? NO YES

Please note that if a development proposal requires site plan approval, that application can only be submitted after the zoning amendment has been considered by City Council and the appeal period has concluded.

OFFICIAL PLAN AMENDMENT APPLICATION

5. SUBJECT LAND INFORMATION

Municipal Address 0 Wyandotte Street East

Legal Description Part 1, 12R-29002

Assessment Roll Number 373906046021240

Frontage (m) 129.4 Depth (m) Irregular Area (sq m) 16,629.15

Current Official Plan Designation Residential

What land uses are permitted by the Official Plan Designation? _____

Low and Medium profile Residential land uses

6. DESCRIPTION OF OFFICIAL PLAN AMENDMENT (OPA)

Name of Official Plan proposed to be amended: *The City of Windsor Official Plan*

Amendment to Official Plan from Residential to Site Specific Residential

Purpose of the proposed OPA: To facilitate the development of two (2) high profile residential towers and attached townhome style dwellings. The proposed multiple dwelling residential towers are 13-storeys in height, each with 110 units, with an additional 18 attached townhome style units and a total density of 144 UPH.

What land uses will the proposed official plan amendment (OPA) authorize? _____

To permit a high profile residential development on the site.

Does the proposed OPA change, replace or delete a policy in the Official Plan? No Yes

If yes, the policy to be changed, replaced or deleted: _____

Does the proposed OPA add a policy to the Official Plan? No Yes

OFFICIAL PLAN AMENDMENT APPLICATION

6. DESCRIPTION OF OFFICIAL PLAN AMENDMENT (OPA) - Continued

Does the proposed OPA change or replace a designation in the Official Plan? No Yes

If yes, the designation to be changed or replaced: _____

Site Specific Residential

If a policy is being changed, replaced or deleted or if a policy is being added, the text of the proposed OPA:

Not Applicable See Planning Rationale Report See Attached

If the proposed OPA changes or replaces a schedule in the Official Plan, the requested schedule and the text that accompanies it:

Not Applicable See Planning Rationale Report See Attached

If the proposed OPA alters all or any part of the boundary of an area of a settlement or establishes a new area of settlement, the current official policies, if any, dealing with the alteration or establishment of an area of settlement:

Not Applicable See Planning Rationale Report See Attached

If the proposed OPA removes the subject land from an area of employment, the current Official Plan policies, if any, dealing with the removal of land from an area of employment:

Not Applicable See Planning Rationale Report See Attached

Explain how the proposed OPA is consistent with the Provincial Policy Statement:

See Planning Rationale Report See Attached

OFFICIAL PLAN AMENDMENT APPLICATION

7. OTHER APPLICATION INFORMATION

Is the subject land or land within 120 metres the subject of an application by the applicant under the Planning Act for:

A Minor Variance or Consent? No Yes

File number: _____ Status: _____

Approval authority: _____

Affected lands: _____

Purpose of Minor Variance or Consent: _____

Effect on the proposed OPA: _____

An amendment to an Official Plan, a Zoning By-law or a Minister's Zoning Order? No Yes

1) Z 004-24 [ZNG-7171] & OPA 182 [OPA-7173]

File number: 2)Z-005/24 (ZNG-7172) & OPA 183 (OPA-7174) Status: Approved

Approval authority: City of Windsor

Affected lands: 0 Clairview Ave. / 0 Wyandotte Street E (south side)

Purpose of OP or ZBL amendment or Zoning Order: _____

To permit the development of low, medium and high profile residential dwellings.

Effect on the proposed OPA: N/A

Approval of a plan of subdivision or a site plan? No Yes

File number: PS-107/21, SDN-001/22, [SDN/6834] Status: Submitted, under review.

Approval authority: City of Windsor

Affected lands: Blocks 63-62 (incl.) on Plan 12M-581, subject to an easement as in R1285381

Purpose of plan of subdivision or site plan: _____

To permit the development of low profile residential development in the form of townhome dwellings.

Effect on the proposed OPA: N/A

OFFICIAL PLAN AMENDMENT APPLICATION

8. WATER & SANITARY SEWAGE DISPOSAL

WATER – Indicate whether water will be provided to the subject land by:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Publicly owned & operated piped water system | <input type="checkbox"/> A lake or other water body |
| <input type="checkbox"/> Privately owned & operated individual well | <input type="checkbox"/> Other means: _____ |
| <input type="checkbox"/> Privately owned & operated communal well | |

SANITARY - Indicate whether sanitary sewage disposal will be provided to the subject land by:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Publicly owned & operated sanitary sewage system | <input type="checkbox"/> A privy |
| <input type="checkbox"/> Privately owned & operated individual septic system | <input type="checkbox"/> Other means: _____ |
| <input type="checkbox"/> Privately owned & operated communal septic system | |

If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4500 litres of effluent would be produced per day as a result of the development being completed submit a Servicing Options Report and a Hydrogeological Report.

9. TYPE OF AMENDMENT, APPLICATION FEE & OTHER FEES

TYPE OF OFFICIAL PLAN AMENDMENT (OPA)

The amendment type and corresponding application fees are identified in the Planning Consultation Stage 2 process.

Fees may be subject to change and are not refundable once the application is deemed complete. Method of payment: Cash, Mastercard, Visa or Certified Cheque or Personal Cheque payable to The Corporation of the City of Windsor. If paying by Mastercard or Visa, contact the Senior Steno Clerk for further direction at planningdept@citywindsor.ca or 519-255-6543.

Minor OPA: A minor revision to the text of the Official Plan or a Site Specific Policy direction.

Major OPA: A change from one land use designation to another land use designation, a change to any Schedule in the City of Windsor Official Plan, or any other amendment not described above.

APPLICATION FEE

	<i>Code</i>	<input type="checkbox"/> Minor OPA	<input checked="" type="checkbox"/> Major OPA
Base Fee	63003	\$2,258.40	\$8,112.35
GIS Fee	63024	+ \$50.00	+ \$50.00
Essex Region Conservation Authority Fee	53023	+ <u>\$200.00</u>	+ <u>\$300.00</u>
Total Application Fee		= \$2,508.40	= \$8,462.35

The following fees are provided for information purposes. They are not due at this time but may be assessed depending on the type(s) of applications associated with the development proposal

OTHER FEES

Re-Notification/Deferral Fee 53016 \$2,258.40

Required when an applicant requests a deferral after notice of a public meeting has been given.

Ontario Land Tribunal (OLT) Appeal Fee \$1,100.00

An appeal is made through Council Services (519-255-6211 or clerks@citywindsor.ca). Fees, forms, and processes are subject to change. Visit <https://olt.gov.on.ca> for additional information.

OFFICIAL PLAN AMENDMENT APPLICATION

10. PROPOSED PUBLIC CONSULTATION STRATEGY

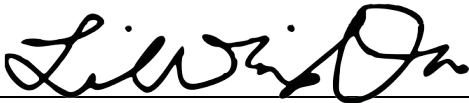
Select or describe your proposed strategy for consulting with the public with respect to the application:

- Required Public Consultation (Public Notice & Public Meeting as required per the Planning Act)
- Open House Website Other _____
- _____
- _____

11. SWORN DECLARATION OF APPLICANT

Complete in the presence of a Commissioner for Taking Affidavits. If the declaration is to be administered remotely, you must be able to see, hear and communicate with the Commissioner and show documentation that confirms your identity.

I, Wing On Li of Lakefront Heights Inc., solemnly declare that the information required under Schedule 1 to Ontario Regulation 543/06 and provided by the applicant is accurate and that the information contained in the documents that accompany this application is accurate, that if this declaration was administered remotely that it was in accordance with Ontario Regulation 431/20, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.




Signature of Applicant

*Sign in the presence of a Commissioner
For Taking Affidavits*

Dillon Consulting Limited in the City of Windsor

Location of Applicant at time of declaration

This declaration was administered remotely in accordance with Ontario Regulation 431/20

Declared before me  at the Dillon Consulting Limited in the City of Windsor

Signature of Commissioner Location of Commissioner

this 6 day of September, 20 24

day month year

PLACE AN IMPRINT OF YOUR STAMP BELOW

MELANIE ANNE MUIR,
a Commissioner, etc., Province of Ontario,
for Dillon Consulting Limited.
Expires May 3, 2025.

READ & COMPLETE SCHEDULE A IN FULL & SIGN

OFFICIAL PLAN AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgement

A1. Authorization of Registered Owner for Agent to Make the Application

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

I, Wing On Li of Lakefront Heights Inc., am the registered owner of the land that is
name of registered owner

subject of this application for an amendment to the City of Windsor Official Plan and I authorize

Dillon Consulting Limited to make this application on my behalf.
name of agent


Signature of Registered Owner

September 6, 2024
Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, Wing On Li of Lakefront Heights Inc., hereby authorize the Development and Heritage Standing Committee, City Council, and staff of The Corporation of the City of Windsor to enter upon the subject lands and premises described in Section 5 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject lands that may be required as condition of approval. This is their authority for doing so.


Signature of Registered Owner

September 6, 2024
Date

If Corporation – I have authority to bind the corporation

SCHEDULE A CONTINUES ON NEXT PAGE

OFFICIAL PLAN AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements - Continued

A3. Acknowledgements

Receipt, Fees, Additional Information, Termination, and Freedom of Information

I acknowledge that receipt of this application by the City of Windsor does not guarantee it to be a complete application, that further review of the application will occur, and I may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted.

I further acknowledge that once the application is deemed complete, fees are not refundable, additional information may be requested, and that after 60 days of inactivity the City of Windsor may terminate the application without notice.

I further acknowledge that pursuant to the provisions of the Planning Act and the Municipal Freedom of Information and Protection of Privacy Act, this application and all material and information provided with this application are made available to the public.

Species at Risk

Ontario's *Endangered Species Act* protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

I acknowledge that it is my sole responsibility as the Applicant to comply with the provisions of the *Endangered Species Act, 2007, S. O. c.6*. This could require me to register an activity, get a permit or other authorization from the Ministry of the Environment, Conservation and Parks (MECP) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any *Planning Act, R.S.O. 1990, c.P.13* approval given by the City of Windsor does not constitute an approval under the *Endangered Species Act*, nor does it absolve me from seeking the necessary authorization, approvals or permits from the MECP prior to conducting any activity that may affect endangered or threatened plant or animal or its habitat.

Additional information can be found at:

<https://www.ontario.ca/page/development-and-infrastructure-projects-and-endangered-or-threatened-species>

or by contacting MECP at SAROntario@ontario.ca

Acknowledgement

I acknowledge that I have read and understand the above statements:



Signature of Applicant or Agent

September 6, 2024

Date

END OF SCHEDULE A

OFFICIAL PLAN AMENDMENT APPLICATION

DO NOT COMPLETE BELOW – STAFF USE ONLY

Receipt and Assignment of Application	Date Received Stamp
This application has been assigned to:	
<input type="checkbox"/> Adam Szymczak (AS)	<input type="checkbox"/> Brian Nagata (BN)
<input type="checkbox"/> Frank Garardo (FG)	<input type="checkbox"/> Tracy Tang (TT)
<input type="checkbox"/> Jim Abbs (JA)	<input type="checkbox"/> Justina Nwaesei (JN)
<input type="checkbox"/> Kevin Alexander (KA)	<input type="checkbox"/> Laura Strahl (LS)
<input type="checkbox"/> Simona Simion (SS)	<input type="checkbox"/> _____

Complete Application		
This application is deemed complete on _____ <div style="text-align: right;"><i>Date</i></div>		

<i>Signature of Delegated Authority</i>		
<input type="checkbox"/> Neil Robertson, MCIP, RPP Manager of Urban Design	<input type="checkbox"/> Greg Atkinson, MCIP, RPP Manager of Development	<input type="checkbox"/> Thom Hunt, MCIP, RPP City Planner & Executive Director

Internal Information
Fee Paid: \$ _____ Receipt No: _____ Date: _____
Payment Type: <input type="checkbox"/> Cash <input type="checkbox"/> Certified Cheque <input type="checkbox"/> Credit Card <input type="checkbox"/> Personal Cheque
NEW File No. OPA/ _____
Previous OPA File No. OPA/ _____
Related Zoning File No. ZNG/ _____
Other File Numbers: _____
Notes: _____

THIS IS THE LAST PAGE OF THE APPLICATION FORM

ZONING BY-LAW AMENDMENT APPLICATION

INSTRUCTIONS

Verify that you are using the most current application form.

- Section 1: Before this application can be submitted, you must complete both Stage 1 and Stage 2 Planning Consultation Applications.
- Section 2: During the Stage 2 process, any required studies must be completed and submitted for review and comment. The final studies for Stage 2 must be included with this application and the proposal must remain unchanged.
- Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, agent, and registered owner. If any of these are a corporation, provide the full corporate name. Include the full name of the contact person. If there is more than one person, corporation, or registered owner, use additional sheets.
- Section 4: Indicate if you are submitting other companion applications with this application. Please note that an application to amend the Official Plan or an application for Plan of Subdivision/Condominium are the only applications that will be accepted for processing concurrently with a Zoning Amendment.
- Section 5: Provide information about the subject land. This information is used to determine supporting information requirements and to assist in the review of the application.
- Section 6: Indicate the amendment, proposed uses and describe the nature and extent of the amendment being requested. Indicate why the amendment is being requested and how it is consistent with the Provincial Policy Statement and conforms to the City of Windsor Official Plan.
- Section 7: If there are any existing buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows this information.
- Section 8: If you propose to build any buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows the information.
- Section 9: Indicate how the property is accessed. Check all boxes that apply.
- Section 10: Provide information about water service, sanitary sewage disposal, and storm drainage.
- Section 11: Provide a sketch of the subject land showing, in metric units, the items listed or indicate if this information is provided on an existing plan or a conceptual site plan.
- Section 12: Please refer to the Stage 2 Planning Consultation letter for details regarding the fees needing to be paid.
- Section 13: Explain your proposed strategy for consulting with the public with respect to the application.
- Section 14: Complete and sign in the presence of a Commissioner of Taking Affidavits.
- Other: Read, complete in full, and sign Schedules A & E.

Submit application form, supporting information, and application fee to Senior Steno Clerk at Planning & Development Services, Suite 210, 350 City Hall Square West, Windsor ON N9A 6S1 or planningdept@citywindsor.ca

TYPE OF REZONING AMENDMENT

DATE RECEIVED STAMP

The type of amendment is stated in the Stage 2 Consultation letter.

Minor Zoning Amendment:

- Site zoned commercial, institutional, or manufacturing
 - Addition to the list of permitted uses
- Site already zoned
 - Change to existing regulations or to zoning district boundary to match lot lines
- Site designated in the Official Plan for residential use
 - Rezoning to accommodate a maximum of six dwelling units
- Site designated in the Official Plan for the proposed use other than residential
 - Site-specific zoning for a site with a lot area of less than 1,000.0 m²

Major Zoning Amendment: Any other amendment not listed as minor.

ZONING BY-LAW AMENDMENT APPLICATION

ZONING BY-LAW AMENDMENT PROCESS

The application will be terminated without notice after 60 days of inactivity. The following is for your information only. Review the Planning Act and relevant regulations for statutory requirements. The processing of the application is subject to change. Direct all questions to the assigned Planner. The process is generally as follows:

1. The application is reviewed to ensure all prescribed and required information and the fee have been submitted. Within 30 days of the receipt of the application, you will be notified in writing that the application is deemed incomplete or complete.
2. If deemed incomplete, the application and fee will be returned. If deemed complete, fees are not refundable, the application is circulated to departments and external agencies for review and comment, and all submitted documents are made available to the public.
3. Following circulation, a draft staff report containing a recommendation and any conditions is prepared. The City Planner and other staff review the draft staff report.
4. When the staff report is approved by appropriate municipal staff, it will be scheduled for a future meeting of the Development and Heritage Standing Committee (DHSC).
5. The DHSC meeting is the public meeting required by the Planning Act. Public notice of the DHSC meeting is advertised in the Windsor Star, a local newspaper, at least 20 days in advance of the DHSC meeting. A courtesy notice may be mailed to property owners and/or tenants within 120 metres or more of the subject land.
6. 10 days prior to the DHSC meeting, the staff report is circulated to the applicant and DHSC members and made available to the public. All supporting documentation submitted by the applicant is available for review.
7. At the DHSC meeting, a staff planner may make a presentation. The applicant and other parties have an opportunity to provide verbal and/or written submissions. The DHSC may ask questions of staff, the applicant, agent, and other parties. The DHSC may decide to defer or recommend approval or denial of the application.
8. If deferred, the application along with any additional information or a new staff report will be considered at a future DHSC meeting. If recommended for approval or denial, the staff report, the minutes of the DHSC meeting, and the amending by-law are forwarded to City of Windsor Council for consideration at a future date. The applicant, agent and all interested parties will be notified by Council Services of the date, time, and location of the Council meeting. Call 311 or contact Council Services at 519-255-6211 or clerks@citywindsor.ca.
9. The application may be placed on the Consent Agenda of the Council Meeting, a part of the meeting where Council approves several matters with a single motion. If the application is not on the Consent Agenda, the staff planner may introduce the application, review the staff recommendation and any additional information provided to Council, and advise Council of any differences between the staff and DHSC recommendations. The applicant and other interested parties have an opportunity to make verbal and/or written submissions. Council may decide to approve, deny, or defer the application. If Council approves the application, the amending by-law may be approved at the same Council meeting, otherwise it will be approved at a future Council meeting.
10. When the amending by-law is passed, Council Services will mail a notice of the passing of the amending by-law to property owners and various public agencies within 15 days. There is a 20-day appeal period commencing the day after this notice is given. The notice will include the last day to file an appeal. An appeal is made to the Ontario Land Tribunal (OLT) through Council Services. If no appeal is filed, the amending by-law is final and binding as of the date of Council's passing of the by-law. Contact Council Services at 519-255-6211 or clerks@citywindsor.ca.
11. If the rezoning is subject to a holding symbol, it is the responsibility of the property owner to satisfy the conditions to remove the holding symbol, to apply, and to pay the fee to remove the holding symbol.

CONTACT INFORMATION

Planning & Development Services
Suite 210
350 City Hall Square West
Windsor ON N9A 6S1

Telephone: 519-255-6543
Fax: 519-255-6544
Email: planningdept@citywindsor.ca
Web Site: www.citywindsor.ca

ZONING BY-LAW AMENDMENT APPLICATION

1. PLANNING CONSULTATION – Completion of Stage 2

Planning Consultation (Stage 2 Application) must be completed before this application can be submitted.

Has the Planning Consultation Stage 2 Application been completed? NO YES File Number: PC-_____

Staff Use Only

Signature of Staff Planner	Date of Consultation
<input type="checkbox"/> Jim Abbs <input type="checkbox"/> Brian Nagata <input type="checkbox"/> Adam Szymczak	<input type="checkbox"/> Kevin Alexander <input type="checkbox"/> Justina Nwaesei <input type="checkbox"/> _____
<input type="checkbox"/> Tracy Tang <input type="checkbox"/> Simona Simion	<input type="checkbox"/> Frank Garardo <input type="checkbox"/> Laura Strahl

2. REQUIRED SUPPORTING INFORMATION as Identified in the Planning Consultation Stage 2 Process:

For each document, provide one paper copy, and where possible, one digital copy on a USB flash drive or by email. All drawings or plans shall be in letter size (8.5 x 11 inches) in JPG and PDF format. All other document shall be provided in Word and PDF format. **All PDF documents shall be flattened with no layers.**

The City of Windsor reserves the right to require additional supporting information during the processing of the application. All supporting information submitted is made available for public review.

If you are submitting a companion application submit only one set of documents.

Staff Use Only

<input checked="" type="checkbox"/> Deed or Offer to Purchase	<input type="checkbox"/> Corporation Profile Report	<input checked="" type="checkbox"/> Site Plan Conceptual <i>(see Section 8)</i>	<input checked="" type="checkbox"/> Sketch of Subject Land <i>(see Section 11)</i>
<input type="checkbox"/> Archaeological Assessment – Stage 1	<input type="checkbox"/> Built Heritage Impact Study	<input type="checkbox"/> Environmental Evaluation Report	<input type="checkbox"/> Environmental Site Assessment
<input type="checkbox"/> Floor Plan and Elevations	<input type="checkbox"/> Geotechnical Study	<input type="checkbox"/> Guideline Plan	<input type="checkbox"/> Lighting Study
<input type="checkbox"/> Market Impact Assessment	<input type="checkbox"/> Micro-Climate Study	<input type="checkbox"/> Noise Study	<input type="checkbox"/> Planning Rationale Report
<input type="checkbox"/> Record of Site Condition <i>(see Schedule E)</i>	<input type="checkbox"/> Sanitary Sewer Study	<input type="checkbox"/> Species at Risk Screening	<input type="checkbox"/> Storm Sewer Study
<input type="checkbox"/> Storm Water Retention Scheme	<input type="checkbox"/> Topographic Plan of Survey	<input type="checkbox"/> Transportation Impact Statement	<input type="checkbox"/> Transportation Impact Study
<input type="checkbox"/> Tree Preservation	<input type="checkbox"/> Tree Survey Study	<input type="checkbox"/> Urban Design Study	<input type="checkbox"/> Vibration Study
<input type="checkbox"/> Wetland Evaluation Study	Other Required Information: _____		

ZONING BY-LAW AMENDMENT APPLICATION

3. APPLICANT, REGISTERED OWNER, AND AGENT INFORMATION

Provide in full the name of the applicant, registered owner, and agent, the name of the contact person, and address, postal code, phone number, fax number and email address.

If the applicant or registered owner is a numbered company, provide the name of the principals of the company. If there is more than one applicant or registered owner, copy this page, complete in full and submit with this application.

All communication is with the Agent authorized by the Owner to file the application. If there is no Agent, all communication is with the Applicant.

Applicant

Name: Lakefront Heights Inc. Contact: Wing On Li
Name of Contact Person

Address: 4510 Rhodes Drive, Suite 520

Address: Windsor, Ontario Postal Code: N8W 5K5

Phone: 647-866-1200 Fax: _____

Email: wingon.li@horizoninv.ca

Registered Owner Same as Applicant

Name: _____ Contact: _____
Name of Contact Person

Address: _____

Address: _____ Postal Code: _____

Phone: _____ Fax: _____

Email: _____

Agent Authorized by the Owner to File the Application (Also complete Section A1 in Schedule A)

Name: Dillon Consulting Limited Contact: Melanie Muir
Name of Contact Person

Address: 3200 Deziel Drive, Suite 608

Address: Windsor, Ontario Postal Code: N8W 5K8

Phone: 519-791-2221 Fax: 519-948-5054

Email: mmuir@dillon.ca

4. COMPANION APPLICATIONS

Are you submitting a companion Official Plan Amendment application? NO YES

Are you submitting a companion Plan of Subdivision/Condominium application? NO YES

Please note that if a development proposal requires site plan approval, that application can only be submitted after the zoning amendment has been considered by City Council and the appeal period has concluded.

ZONING BY-LAW AMENDMENT APPLICATION

5. SUBJECT LAND INFORMATION

Municipal Address 0 Wyandotte Street East

Legal Description Part 1, 12R-29002

Assessment Roll Number 373906046021240

If known, the date the subject land was acquired by the current owner: _____

Frontage (m) 129.4 Depth (m) Irregular Area (sq m) 16,629.15

Official Plan Designation Residential

Current Zoning Commercial District 1.5 (CD 1.5)

Existing Uses Vacant Commercial

If known, the lengths of time that the existing uses have continued: +/-2 years

Previous Uses Former open/amenity space for Riverside Sportsman Club.

List the names and addresses of the holders of any mortgages, charges, or other encumbrances in respect of the subject land:

N/A

Are there any easements or restrictive covenants affecting the subject lands? NO YES

If yes, describe the easement or restrictive covenant and its effect:

If known, has the subject land ever been subject of: *(leave blank if unknown)*

An application for a Plan of Subdivision or Consent: NO YES File: B-052/21

An application for an amendment to a Zoning By-law: NO YES File: _____

An application for approval of a Site Plan: NO YES SPC- _____

A Minister's Zoning Order (Ontario Regulation): NO YES OR#: _____

ZONING BY-LAW AMENDMENT APPLICATION

6. DESCRIPTION OF AMENDMENT

Amendment to Zoning By-law from: Commercial District 1.5 (CD 1.5)

to: Site Specific Residential District 3.3 (RD 3.3)

Proposed uses of subject land: 238 unit multiple dwelling condominium with associated parking

Describe the nature and extent of the amendment(s) being requested:

Rezoning is required to permit a 238 multi-unit residential building with two (2) 13-storey towers and eighteen (18) attached townhomes style units with a two (2) storey parking garage and amenity areas.

Why is this amendment or these amendments being requested?

The current zoning does not permit multiple residential dwellings. The proposed development will require a site-specific Zoning By-law Amendment for a Residential 3.3 (RD3.3) zone on the subject site to allow for the development of multiple residential dwelling units.

Explain how the amendment to the Zoning By-law is consistent with the Provincial Policy Statement:

See Planning Rationale Report _____

Explain how the application conforms to the City of Windsor Official Plan:

See Planning Rationale Report _____

If this application is to remove land from an area of employment, details of the official plan or official plan amendment that deals with this matter:

See Planning Rationale Report See Official Plan Amendment

ZONING BY-LAW AMENDMENT APPLICATION

7. EXISTING BUILDINGS / STRUCTURES ON SUBJECT LAND

Are there any buildings or structures on the subject land?

- NO Continue to Section 8
- YES Indicate the type of building or structure, the date of construction (if known), and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure and its dimensions or floor area.
 - See attached Existing Plan or Sketch of Subject Land

8. PROPOSED BUILDINGS / STRUCTURES ON SUBJECT LAND

Do you propose to build any buildings or structures on the subject land?

- NO Continue to Section 9
- YES Indicate the type of building or structure and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure, and its dimensions or floor area.
 - See attached concept plan

ZONING BY-LAW AMENDMENT APPLICATION

9. ACCESS TO SUBJECT LAND

Indicate if access to subject land is by: *(check all that apply)*

- Municipal Road Provincial Highway Another public road or a right-of-way
- Water - If access to the subject land is by water only, describe the parking and docking facilities used or to be used and provide the approximate distance in metric of these facilities from the subject land and the nearest public road:

10. WATER, SANITARY SEWAGE AND STORM DRAINAGE

WATER – Indicate whether water will be provided to the subject land by:

- Publicly owned & operated piped water system
- Privately owned & operated individual well
- Privately owned & operated communal well
- Other _____

SANITARY - Indicate whether sewage disposal will be provided to the subject land by:

- Publicly owned & operated sanitary sewage system
- Privately owned & operated individual septic system - See Note below
- Privately owned & operated communal septic system - See Note below
- Other _____

Note: If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4,500 litres of effluent would be produced per day as a result of the development being completed, you must submit a Servicing Options Report and a Hydrogeological Report.

STORM DRAINAGE - Indicate whether storm drainage will be provided by:

- Sewers Ditches Swales Other _____

ZONING BY-LAW AMENDMENT APPLICATION

11. SKETCH OF SUBJECT LAND

Provide a sketch showing, in metric units,

- a) the boundaries and dimensions of the subject land;
- b) the location, size, and type of all existing and proposed buildings and structures on the subject land, including their distance from the front lot line, rear lot line, and side lines;
- c) the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that are located on the subject land and on land that is adjacent to it, and in the applicant's opinion, may affect the application;
- d) the current uses of all land that is adjacent to the subject land;
- e) the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road, or a right of way;
- f) if access to the subject land will be water only, the location of the parking and docking facilities to be used; and
- g) the location and nature of any easement affecting the subject land.

12. APPLICATION FEE & OTHER FEES

The amendment type and corresponding application fees are identified in the Planning Consultation Stage 2 process.

Fees may be subject to change and are not refundable once the application is deemed complete. Method of payment: Cash, Mastercard, Visa or Certified Cheque or Personal Cheque payable to The Corporation of the City of Windsor. If paying by Mastercard or Visa, contact the Senior Steno Clerk for further direction at planningdept@citywindsor.ca or 519-255-6543.

APPLICATION FEE

Amendment Type	Code	<input type="checkbox"/> Minor Rezoning	<input checked="" type="checkbox"/> Major Rezoning
Base Fee	53001	\$4,347.00	\$5,837.40
GIS Fee	63024	+ \$50.00	+ \$50.00
Essex Region Conservation Authority Fee	53023	+ \$200.00	+ \$300.00
Total Application Fee		= \$4,597.00	= \$6,187.40

The following fees are provided for information purposes. They are not due at this time but may be assessed depending on the type(s) of applications associated with the development proposal

OTHER FEES

- Re-Notification/Deferral Fee** Code 53016 \$2,258.40
 Required when an applicant requests a deferral after notice of a public meeting has been given.
- Legal Fee - Servicing Agreement** Code 63002 \$597.64 plus \$50 per unit, lot, or block
 Required when the preparation of a servicing agreement is a condition of approval.
- Removal of the Holding Symbol Application** Code 53001 \$1,536.00
 It is the responsibility of the property owner to satisfy the conditions to remove the holding symbol and to apply and fee to remove the holding symbol.
- Ontario Land Tribunal (OLT) Appeal Fee** \$1,100.00
 An appeal is made through Council Services (519-255-6211 or clerks@citywindsor.ca). Fees, forms, and processes are subject to change. Visit <https://olt.gov.on.ca> for additional information

ZONING BY-LAW AMENDMENT APPLICATION

13. PROPOSED PUBLIC CONSULTATION STRATEGY

Select or describe your proposed strategy for consulting with the public with respect to the application:

- Required Public Consultation (Public Notice & Public Meeting as required per the Planning Act)
- Open House Website Other _____
- _____
- _____
- _____

14. SWORN DECLARATION OF APPLICANT

Complete in the presence of a Commissioner for Taking Affidavits. If the declaration is to be administered remotely, you must be able to see, hear and communicate with the Commissioner and show documentation that confirms your identity.

I, Wing On Li of Lakefront Heights Inc., solemnly declare that the information required under Schedule 1 to Ontario Regulation 545/06 and provided by the applicant is accurate and that the information contained in the documents that accompany this application is accurate, that if this declaration was administered remotely that it was in accordance with Ontario Regulation 431/20, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.




Signature of Applicant

*Sign in the presence of a Commissioner
For Taking Affidavits*

Dillon Consulting Limited in the City of Windsor

Location of Applicant at time of declaration

This declaration was administered remotely in accordance with Ontario Regulation 431/20

Declared before me  at the Dillon Consulting Limited in the City of Windsor

Signature of Commissioner

Location of Commissioner

this 6 day of September, 20 24

day

month

year

PLACE AN IMPRINT OF YOUR STAMP BELOW

MELANIE ANNE MUIR,
a Commissioner, etc., Province of Ontario,
for Dillon Consulting Limited.
Expires May 3, 2025.

READ & COMPLETE SCHEDULES A & E IN FULL & SIGN

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements


A1. Authorization of Registered Owner for Agent to Make the Application

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

I, Wing On Li of Lakefront Heights Inc., am the registered owner of the land that is
Name of Registered Owner

subject of this application for an amendment to the City of Windsor Zoning By-law and I authorize

Dillon Consulting Limited to make this application on my behalf.
Name of Agent



Signature of Registered Owner

September 6, 2024

Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, Wing On Li of Lakefront Heights Inc.,
Name of Registered Owner

hereby authorize the Development and Heritage Standing Committee or their successor, City Council, and staff of The Corporation of the City of Windsor to enter upon the subject lands and premises described in Section 5 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject lands that may be required as a condition of approval. This is their authority for doing so.



Signature of Registered Owner

September 6, 2024

Date

If Corporation – I have authority to bind the corporation

SCHEDULE A CONTINUES ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements - *Continued*

A3. Acknowledgements

Receipt, Fees, Additional Information, Termination, and Freedom of Information

I acknowledge that receipt of this application by the City of Windsor does not guarantee it to be a complete application, that further review of the application will occur, and that I may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted.

I further acknowledge that after the application is deemed complete, fees are not refundable, additional information may be requested, and that after 60 days of inactivity the City of Windsor may terminate the application without notice.

I further acknowledge that pursuant to the provisions of the Planning Act and the Municipal Freedom of Information and Protection of Privacy Act, this application and all material and information provided with this application are made available to the public.

Species at Risk

Ontario's *Endangered Species Act* protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

I acknowledge that it is my sole responsibility as the Applicant to comply with the provisions of the *Endangered Species Act, 2007, S. O. c.6*. This could require me to register an activity, get a permit or other authorization from the Ministry of the Environment, Conservation and Parks (MECP) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any *Planning Act, R.S.O. 1990, c.P.13* approval given by the City of Windsor does not constitute an approval under the *Endangered Species Act*, nor does it absolve me from seeking the necessary authorization, approvals or permits from the MECP prior to conducting any activity that may affect endangered or threatened plant or animal or its habitat.

Additional information can be found at:

<https://www.ontario.ca/page/development-and-infrastructure-projects-and-endangered-or-threatened-species>

or by contacting MECP at SAROntario@ontario.ca

Acknowledgement

I acknowledge that I have read and understand the above statements:



Signature of Applicant or Agent

September 6, 2024

Date

END OF SCHEDULE A
COMPLETE SCHEDULE E ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E – Environmental Site Screening Questionnaire

Previous Use of Property

- Residential Industrial Commercial Institutional
 Agricultural Parkland Vacant Other _____

- a) If previous use of the property is Industrial or Commercial, specify use:
Previously used as open space to support the Riverside Sportsmen Club
- b) Has the grading of the subject land been changed by adding earth or material? Has filling occurred on the subject land?
 Yes No Unknown
- c) Has a gasoline station and/or automobile service station been located on the subject land or adjacent lands at any time?
 Yes No Unknown
- d) Has there been petroleum or other fuel stored on the subject land or adjacent lands?
 Yes No Unknown
- e) Are there or have there ever been underground storage tanks or buried waste on the subject land or adjacent lands?
 Yes No Unknown
- f) Have the lands or adjacent lands ever been used as an agricultural operation where cyanide products may have been applied as pesticides and/or sewage sludge applied to the lands?
 Yes No Unknown
- g) Have the lands or adjacent lands ever been used as a weapons firing range?
 Yes No Unknown
- h) Is the nearest boundary line of the application within 500 metres (1,640 feet) of the boundary line of an operational/non-operational public or private waste disposal site, landfill or dump?
 Yes No Unknown
- i) If there are existing or previously existing buildings on the subject lands, are there any building materials remaining on site which are potentially hazardous to public health (e.g., asbestos, PCB's)?
 Yes No Unknown
- j) Is there reason to believe the subject lands may have been contaminated by existing or former uses on the site or adjacent sites?*

** Possible uses that can cause contamination include but are not limited to: operation of electrical transformer stations, disposal of waste minerals, raw material storage, and residues left in containers, maintenance activities and spills. Some commercial properties such as gasoline stations, automotive repair garages, and dry cleaning plants have similar potential. The longer a property is under industrial or similar use, the greater the potential for site contamination. Also, a series of different industrial or similar uses upon a site could potentially increase the number of chemicals that are present.*

- k) If current or previous use of the property is Industrial or Commercial, or if YES to any of a) to j) above, attach a previous use inventory showing all former uses of the subject land, or if applicable, the land(s) adjacent to the subject lands.

SCHEDULE E CONTINUES ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E - CONTINUED

Acknowledgement Clause

I hereby acknowledge that it is my responsibility to ensure that I am in compliance with all applicable laws, regulations, guidelines and the City's Official Plan policies pertaining to potentially contaminated sites, and to use all reasonable effort to identify the potential for contamination on the subject property.

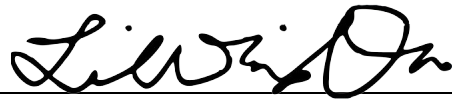
I acknowledge that as a condition of approval of this application that the City may require me to file a Record of Site Condition signed by a qualified person in the provincial Environmental Site Registry, and provide verification to the City of Windsor of acknowledgement of this Record of Site Condition by the Ministry of Environment.

I acknowledge that the City may require the qualified person signing the Record of Site Condition to submit to the City a Declaration acknowledging that the City of Windsor may rely on the statements in the Record of Site Condition.

I acknowledge that the City of Windsor is not responsible for the identification and/or remediation of contaminated sites, and I agree, whether in, through, or as a result of any action or proceeding for environmental clean-up of any damage or otherwise, I will not sue or make claim whatsoever against the City of Windsor, its officers, officials, employees or agents for or in respect of any loss, damage, injury or costs.

Wing On Li

Name of Applicant (print)



Signature of Applicant

September 6, 2024

Date

Melanie Muir

Name of Agent (print)



Signature of Agent

June 14, 2024

Date

END OF SCHEDULE E

ZONING BY-LAW AMENDMENT APPLICATION

DO NOT COMPLETE BELOW – STAFF USE ONLY

Receipt and Assignment of Application	Date Received Stamp
This application has been assigned to:	
<input type="checkbox"/> Adam Szymczak (AS)	<input type="checkbox"/> Brian Nagata (BN)
<input type="checkbox"/> Frank Garardo (FG)	<input type="checkbox"/> Tracy Tang (TT)
<input type="checkbox"/> Jim Abbs (JA)	<input type="checkbox"/> Justina Nwaesei (JN)
<input type="checkbox"/> Kevin Alexander (KA)	<input type="checkbox"/> Laura Strahl (LS)
<input type="checkbox"/> Simona Simion (SS)	<input type="checkbox"/> _____

Complete Application		
This application is deemed complete on _____ <i>Date</i>		
_____ <i>Signature of Delegated Authority</i>		
<input type="checkbox"/> Neil Robertson, MCIP, RPP Manager of Urban Design	<input type="checkbox"/> Greg Atkinson, MCIP, RPP Manager of Development	<input type="checkbox"/> Thom Hunt, MCIP, RPP City Planner & Executive Director

Internal Information			
Fee Paid: \$ _____	Receipt No: _____	Date: _____	
Payment Type: <input type="checkbox"/> Cash	<input type="checkbox"/> Certified Cheque	<input type="checkbox"/> Credit Card	<input type="checkbox"/> Personal Cheque
NEW Zoning File No. ZNG/ _____	Z- _____		
Previous Zoning File No. ZNG/ _____	Z- _____		
Related OPA File No. OPA/ _____	OPA _____		
Other File Numbers: _____			
Notes: _____			

THIS IS THE LAST PAGE OF THE APPLICATION FORM

PLANNING AND DEVELOPMENT SERVICES

Memo

To: City Clerk
From: City Planner/Executive Director
Date: January 3, 2025
Subject: TRANSMITTAL OF NEW FILE
Our File Number: Z-041/24 [ZNG/7260]
RE: Application For: (X) Zoning Amendment () Official Plan Amendment
() Part Lot Control () Draft Plan of Subdivision/Condominium

Applicant: HOME DISCOVERY GROUP
Location: 3161 JEFFERSON BLVD.
Description: Application to amend the Zoning By-law 8600 changing the zoning of the subject lands from Commercial District 1.4 to Residential District 2.5 to allow a 3-storey residential dwelling.

The ZONING BY-LAW AMENDMENT application submitted on DECEMBER 10, 2024 by HOME DISCOVERY GROUP for 3161 JEFFERSON BLVD. has been deemed complete on DECEMBER 23, 2024.

Enclosures:

- (X) 1 copy of Application Form
- () 1 copy of Drawings
- () 1 copy of Site Plan



Neil Robertson, MCIP, RPP
City Planner/Executive Director

NR/nm

January 3, 2025

Pillon Abbs Inc.
c/o Tracey Pillon-Abbs
23669 Prince Albert Rd.
Chatham, ON N7M 5J7

Dear Agent,

Re: ZONING BY-LAW AMENDMENT APPLICATION

APPLICANT: HOME DISCOVERY GROUP

LOCATION: 3161 JEFFERSON BLVD

FILE NO.: Z-041/24 [ZNG/7260]

I acknowledge receipt of a Zoning By-law Amendment Application. Per the delegation authority in By-Law 139-2013, the required information and material submitted on December 10, 2024 was deemed COMPLETE on December 23, 2024. Processing has begun.

You will be advised prior to the Development & Heritage Standing Committee and Council meetings of the position of Planning & Development Services on the application and the dates of the public meetings.

Please email me at aszymczak@citywindsor.ca, if you have any questions.

Sincerely,



Adam Szymczak
Senior Planner – Development Review

AS/nm

ZONING BY-LAW AMENDMENT APPLICATION

INSTRUCTIONS

Verify that you are using the most current application form.

- Section 1: Before this application can be submitted, you must complete both Stage 1 and Stage 2 Planning Consultation Applications.
- Section 2: During the Stage 2 process, any required studies must be completed and submitted for review and comment. The final studies for Stage 2 must be included with this application and the proposal must remain unchanged.
- Section 3: Provide the full name, address, phone number, fax number and email address of the applicant, agent, and registered owner. If any of these are a corporation, provide the full corporate name. Include the full name of the contact person. If there is more than one person, corporation, or registered owner, use additional sheets.
- Section 4: Indicate if you are submitting other companion applications with this application. Please note that an application to amend the Official Plan or an application for Plan of Subdivision/Condominium are the only applications that will be accepted for processing concurrently with a Zoning Amendment.
- Section 5: Provide information about the subject land. This information is used to determine supporting information requirements and to assist in the review of the application.
- Section 6: Indicate the amendment, proposed uses and describe the nature and extent of the amendment being requested. Indicate why the amendment is being requested and how it is consistent with the Provincial Policy Statement and conforms to the City of Windsor Official Plan.
- Section 7: If there are any existing buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows this information.
- Section 8: If you propose to build any buildings or structures on the subject land, provide the required information or submit a sketch, drawing or plan that shows the information.
- Section 9: Indicate how the property is accessed. Check all boxes that apply.
- Section 10: Provide information about water service, sanitary sewage disposal, and storm drainage.
- Section 11: Provide a sketch of the subject land showing, in metric units, the items listed or indicate if this information is provided on an existing plan or a conceptual site plan.
- Section 12: Please refer to the Stage 2 Planning Consultation letter for details regarding the fees needing to be paid.
- Section 13: Explain your proposed strategy for consulting with the public with respect to the application.
- Section 14: Complete and sign in the presence of a Commissioner of Taking Affidavits.
- Other: Read, complete in full, and sign Schedules A & E.

Submit application form, supporting information, and application fee to Senior Steno Clerk at Planning & Development Services, Suite 210, 350 City Hall Square West, Windsor ON N9A 6S1 or planningdept@citywindsor.ca

TYPE OF REZONING AMENDMENT

DATE RECEIVED STAMP

The type of amendment is stated in the Stage 2 Consultation letter.

Minor Zoning Amendment:

- Site zoned commercial, institutional, or manufacturing
 - Addition to the list of permitted uses
- Site already zoned
 - Change to existing regulations or to zoning district boundary to match lot lines
- Site designated in the Official Plan for residential use
 - Rezoning to accommodate a maximum of six dwelling units
- Site designated in the Official Plan for the proposed use other than residential
 - Site-specific zoning for a site with a lot area of less than 1,000.0 m²

Major Zoning Amendment: Any other amendment not listed as minor.

ZONING BY-LAW AMENDMENT APPLICATION

ZONING BY-LAW AMENDMENT PROCESS

The application will be terminated without notice after 60 days of inactivity. The following is for your information only. Review the Planning Act and relevant regulations for statutory requirements. The processing of the application is subject to change. Direct all questions to the assigned Planner. The process is generally as follows:

1. The application is reviewed to ensure all prescribed and required information and the fee have been submitted. Within 30 days of the receipt of the application, you will be notified in writing that the application is deemed incomplete or complete.
2. If deemed incomplete, the application and fee will be returned. If deemed complete, fees are not refundable, the application is circulated to departments and external agencies for review and comment, and all submitted documents are made available to the public.
3. Following circulation, a draft staff report containing a recommendation and any conditions is prepared. The City Planner and other staff review the draft staff report.
4. When the staff report is approved by appropriate municipal staff, it will be scheduled for a future meeting of the Development and Heritage Standing Committee (DHSC).
5. The DHSC meeting is the public meeting required by the Planning Act. Public notice of the DHSC meeting is advertised in the Windsor Star, a local newspaper, at least 20 days in advance of the DHSC meeting. A courtesy notice may be mailed to property owners and/or tenants within 120 metres or more of the subject land.
6. 10 days prior to the DHSC meeting, the staff report is circulated to the applicant and DHSC members and made available to the public. All supporting documentation submitted by the applicant is available for review.
7. At the DHSC meeting, a staff planner may make a presentation. The applicant and other parties have an opportunity to provide verbal and/or written submissions. The DHSC may ask questions of staff, the applicant, agent, and other parties. The DHSC may decide to defer or recommend approval or denial of the application.
8. If deferred, the application along with any additional information or a new staff report will be considered at a future DHSC meeting. If recommended for approval or denial, the staff report, the minutes of the DHSC meeting, and the amending by-law are forwarded to City of Windsor Council for consideration at a future date. The applicant, agent and all interested parties will be notified by Council Services of the date, time, and location of the Council meeting. Call 311 or contact Council Services at 519-255-6211 or clerks@citywindsor.ca.
9. The application may be placed on the Consent Agenda of the Council Meeting, a part of the meeting where Council approves several matters with a single motion. If the application is not on the Consent Agenda, the staff planner may introduce the application, review the staff recommendation and any additional information provided to Council, and advise Council of any differences between the staff and DHSC recommendations. The applicant and other interested parties have an opportunity to make verbal and/or written submissions. Council may decide to approve, deny, or defer the application. If Council approves the application, the amending by-law may be approved at the same Council meeting, otherwise it will be approved at a future Council meeting.
10. When the amending by-law is passed, Council Services will mail a notice of the passing of the amending by-law to property owners and various public agencies within 15 days. There is a 20-day appeal period commencing the day after this notice is given. The notice will include the last day to file an appeal. An appeal is made to the Ontario Land Tribunal (OLT) through Council Services. If no appeal is filed, the amending by-law is final and binding as of the date of Council's passing of the by-law. Contact Council Services at 519-255-6211 or clerks@citywindsor.ca.
11. If the rezoning is subject to a holding symbol, it is the responsibility of the property owner to satisfy the conditions to remove the holding symbol, to apply, and to pay the fee to remove the holding symbol.

CONTACT INFORMATION

Planning & Development Services
Suite 210
350 City Hall Square West
Windsor ON N9A 6S1

Telephone: 519-255-6543
Fax: 519-255-6544
Email: planningdept@citywindsor.ca
Web Site: www.citywindsor.ca

ZONING BY-LAW AMENDMENT APPLICATION

1. PLANNING CONSULTATION – Completion of Stage 2

Planning Consultation (Stage 2 Application) must be completed before this application can be submitted.

Has the Planning Consultation Stage 2 Application been completed? NO YES File Number: PC-110/24

Staff Use Only

Signature of Staff Planner	Date of Consultation
<input type="checkbox"/> Jim Abbs	<input type="checkbox"/> Kevin Alexander
<input type="checkbox"/> Brian Nagata	<input type="checkbox"/> Justina Nwaesei
<input type="checkbox"/> Adam Szymczak	<input type="checkbox"/> Tracy Tang
	<input type="checkbox"/> Frank Garardo
	<input type="checkbox"/> Simona Simion
	<input type="checkbox"/> Laura Strahl
	<input type="checkbox"/> _____

2. REQUIRED SUPPORTING INFORMATION as Identified in the Planning Consultation Stage 2 Process:

For each document, provide one paper copy, and where possible, one digital copy on a USB flash drive or by email. All drawings or plans shall be in letter size (8.5 x 11 inches) in JPG and PDF format. All other document shall be provided in Word and PDF format. **All PDF documents shall be flattened with no layers.**

The City of Windsor reserves the right to require additional supporting information during the processing of the application. All supporting information submitted is made available for public review.

If you are submitting a companion application submit only one set of documents.

Staff Use Only

<input checked="" type="checkbox"/> Deed or Offer to Purchase	<input type="checkbox"/> Corporation Profile Report	<input checked="" type="checkbox"/> Site Plan Conceptual (see Section 8)	<input checked="" type="checkbox"/> Sketch of Subject Land (see Section 11)
<input type="checkbox"/> Archaeological Assessment – Stage 1	<input type="checkbox"/> Built Heritage Impact Study	<input type="checkbox"/> Environmental Evaluation Report	<input type="checkbox"/> Environmental Site Assessment
<input checked="" type="checkbox"/> Floor Plan and Elevations	<input type="checkbox"/> Geotechnical Study	<input type="checkbox"/> Guideline Plan	<input type="checkbox"/> Lighting Study
<input type="checkbox"/> Market Impact Assessment	<input type="checkbox"/> Micro-Climate Study	<input checked="" type="checkbox"/> Noise Study	<input checked="" type="checkbox"/> Planning Rationale Report
<input type="checkbox"/> Record of Site Condition (see Schedule E)	<input type="checkbox"/> Sanitary Sewer Study	<input type="checkbox"/> Species at Risk Screening	<input type="checkbox"/> Storm Sewer Study
<input type="checkbox"/> Storm Water Retention Scheme	<input type="checkbox"/> Topographic Plan of Survey	<input type="checkbox"/> Transportation Impact Statement	<input type="checkbox"/> Transportation Impact Study
<input type="checkbox"/> Tree Preservation	<input type="checkbox"/> Tree Survey Study	<input type="checkbox"/> Urban Design Study	<input type="checkbox"/> Vibration Study
<input type="checkbox"/> Wetland Evaluation Study	Other Required Information: <u>Waste Disposal Study</u>		

ZONING BY-LAW AMENDMENT APPLICATION

3. APPLICANT, REGISTERED OWNER, AND AGENT INFORMATION

Provide in full the name of the applicant, registered owner, and agent, the name of the contact person, and address, postal code, phone number, fax number and email address.

If the applicant or registered owner is a numbered company, provide the name of the principals of the company. If there is more than one applicant or registered owner, copy this page, complete in full and submit with this application.

All communication is with the Agent authorized by the Owner to file the application. If there is no Agent, all communication is with the Applicant.

Applicant

Name: Home Discovery Group Contact: Manni Japra
Name of Contact Person

Address: 3050 Jefferson Blvd

Address: Windsor, ON Postal Code: N8T 3G9

Phone: 519-991-3576 Fax: _____

Email: mannijapra@hotmail.com

Registered Owner Same as Applicant

Name: _____ Contact: _____
Name of Contact Person

Address: _____

Address: _____ Postal Code: _____

Phone: _____ Fax: _____

Email: _____

Agent Authorized by the Owner to File the Application (Also complete Section A1 in Schedule A)

Name: Pillon Abbs Inc. Contact: Tracey Pillon-Abbs, RPP
Name of Contact Person

Address: 23669 Prince Albert Rd

Address: Chatham, ON Postal Code: N7M 5J7

Phone: 226-340-1232 Fax: _____

Email: tracey@pillonabbs.ca

4. COMPANION APPLICATIONS

Are you submitting a companion Official Plan Amendment application? NO YES

Are you submitting a companion Plan of Subdivision/Condominium application? NO YES

Please note that if a development proposal requires site plan approval, that application can only be submitted after the zoning amendment has been considered by City Council and the appeal period has concluded.

ZONING BY-LAW AMENDMENT APPLICATION

5. SUBJECT LAND INFORMATION

Municipal Address 3161 JEFFERSON BLVD
Windsor, ON

Legal Description PLAN 1153 LOT 221 N PT LOT;222 PT BLK B

Assessment Roll Number 3739-070-590-16300-0000

If known, the date the subject land was acquired by the current owner: _____

Frontage (m) 41.57 m - irregular Depth (m) 106.20 m - irregular Area (sq m) 4,420.0 m2

Official Plan Designation "Residential" as shown on Schedule "D" Land Use

Current Zoning Commercial District 1.4 (CD1.4) category as shown on Map 11

Existing Uses Currently, the site is vacant

If known, the lengths of time that the existing uses have continued: Unknown

Previous Uses The previous use is unknown.

List the names and addresses of the holders of any mortgages, charges, or other encumbrances in respect of the subject land:

None

Are there any easements or restrictive covenants affecting the subject lands? NO YES

If yes, describe the easement or restrictive covenant and its effect:

If known, has the subject land ever been subject of: *(leave blank if unknown)*

An application for a Plan of Subdivision or Consent: NO YES File: _____

An application for an amendment to a Zoning By-law: NO YES File: _____

An application for approval of a Site Plan: NO YES SPC- _____

A Minister's Zoning Order (Ontario Regulation): NO YES OR#: _____

ZONING BY-LAW AMENDMENT APPLICATION

6. DESCRIPTION OF AMENDMENT

Amendment to Zoning By-law from: Commercial District 1.4 (CD1.4)

to: Residential District 2.5 (RD2.5 - S.20(1)(XXX))

Proposed uses of subject land: The subject land is proposed to be used for residential.

Describe the nature and extent of the amendment(s) being requested:

It is proposed to construct three (3) new residential dwellings (multiple dwellings),
each containing 9 units for a total of 27 dwelling units.

A total of 40 parking spaces is proposed with access from
Jefferson Boulevard at the north end of the Site.

Why is this amendment or these amendments being requested?

The amendment is a site specific zoning change to permit the proposed multiple
dwellings in order to provide for more housing.

Relief is also request (see attached PRR for details).

Explain how the amendment to the Zoning By-law is consistent with the Provincial Policy Statement:

See Planning Rationale Report _____

Explain how the application conforms to the City of Windsor Official Plan:

See Planning Rationale Report _____

If this application is to remove land from an area of employment, details of the official plan or official plan amendment that deals with this matter:

See Planning Rationale Report See Official Plan Amendment

ZONING BY-LAW AMENDMENT APPLICATION

7. EXISTING BUILDINGS / STRUCTURES ON SUBJECT LAND

Are there any buildings or structures on the subject land?

- NO Continue to Section 8
- YES Indicate the type of building or structure, the date of construction (if known), and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure and its dimensions or floor area.
 - See attached Existing Plan or Sketch of Subject Land

8. PROPOSED BUILDINGS / STRUCTURES ON SUBJECT LAND

Do you propose to build any buildings or structures on the subject land?

- NO Continue to Section 9
- YES Indicate the type of building or structure and, in metric units, the setback from the front lot line, rear lot line and side lot lines, the height of the building or structure, and its dimensions or floor area.
 - See attached concept plan

ZONING BY-LAW AMENDMENT APPLICATION

9. ACCESS TO SUBJECT LAND

Indicate if access to subject land is by: *(check all that apply)*

- Municipal Road Provincial Highway Another public road or a right-of-way
- Water - If access to the subject land is by water only, describe the parking and docking facilities used or to be used and provide the approximate distance in metric of these facilities from the subject land and the nearest public road:

10. WATER, SANITARY SEWAGE AND STORM DRAINAGE

WATER – Indicate whether water will be provided to the subject land by:

- Publicly owned & operated piped water system
- Privately owned & operated individual well
- Privately owned & operated communal well
- Other _____

SANITARY - Indicate whether sewage disposal will be provided to the subject land by:

- Publicly owned & operated sanitary sewage system
- Privately owned & operated individual septic system - See Note below
- Privately owned & operated communal septic system - See Note below
- Other _____

Note: If the application would permit development on privately owned and operated individual or communal septic systems, and more than 4,500 litres of effluent would be produced per day as a result of the development being completed, you must submit a Servicing Options Report and a Hydrogeological Report.

STORM DRAINAGE - Indicate whether storm drainage will be provided by:

- Sewers Ditches Swales Other _____

ZONING BY-LAW AMENDMENT APPLICATION

11. SKETCH OF SUBJECT LAND

Provide a sketch showing, in metric units,

- a) the boundaries and dimensions of the subject land;
- b) the location, size, and type of all existing and proposed buildings and structures on the subject land, including their distance from the front lot line, rear lot line, and side lines;
- c) the approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks) that are located on the subject land and on land that is adjacent to it, and in the applicant's opinion, may affect the application;
- d) the current uses of all land that is adjacent to the subject land;
- e) the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road, or a right of way;
- f) if access to the subject land will be water only, the location of the parking and docking facilities to be used; and
- g) the location and nature of any easement affecting the subject land.

12. APPLICATION FEE & OTHER FEES

The amendment type and corresponding application fees are identified in the Planning Consultation Stage 2 process.

Fees may be subject to change and are not refundable once the application is deemed complete. Method of payment: Cash, Mastercard, Visa or Certified Cheque or Personal Cheque payable to The Corporation of the City of Windsor. If paying by Mastercard or Visa, contact the Senior Steno Clerk for further direction at planningdept@citywindsor.ca or 519-255-6543.

APPLICATION FEE

Amendment Type	Code	<input type="checkbox"/> Minor Rezoning	<input checked="" type="checkbox"/> Major Rezoning
Base Fee	53001	\$4,347.00	\$5,837.40
GIS Fee	63024	+ \$50.00	+ \$50.00
Essex Region Conservation Authority Fee	53023	+ <u>\$200.00</u>	+ <u>\$300.00</u>
Total Application Fee		= \$4,597.00	= \$6,187.40

The following fees are provided for information purposes. They are not due at this time but may be assessed depending on the type(s) of applications associated with the development proposal

OTHER FEES

Re-Notification/Deferral Fee	Code 53016	\$2,258.40
Required when an applicant requests a deferral after notice of a public meeting has been given.		
Legal Fee - Servicing Agreement	Code 63002	\$597.64 plus \$50 per unit, lot, or block
Required when the preparation of a servicing agreement is a condition of approval.		
Removal of the Holding Symbol Application	Code 53001	\$1,536.00
It is the responsibility of the property owner to satisfy the conditions to remove the holding symbol and to apply and fee to remove the holding symbol.		
Ontario Land Tribunal (OLT) Appeal Fee		\$1,100.00
An appeal is made through Council Services (519-255-6211 or clerks@citywindsor.ca). Fees, forms, and processes are subject to change. Visit https://olt.gov.on.ca for additional information		

ZONING BY-LAW AMENDMENT APPLICATION

13. PROPOSED PUBLIC CONSULTATION STRATEGY

Select or describe your proposed strategy for consulting with the public with respect to the application:

- Required Public Consultation (Public Notice & Public Meeting as required per the Planning Act)
- Open House Website Other _____
- _____
- _____

14. SWORN DECLARATION OF APPLICANT

Complete in the presence of a Commissioner for Taking Affidavits. If the declaration is to be administered remotely, you must be able to see, hear and communicate with the Commissioner and show documentation that confirms your identity.

I, Manni Japra, solemnly declare that the information required under Schedule 1 to Ontario Regulation 545/06 and provided by the applicant is accurate and that the information contained in the documents that accompany this application is accurate, that if this declaration was administered remotely that it was in accordance with Ontario Regulation 431/20, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath.

X



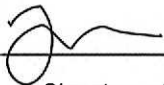
City of Windsor

Signature of Applicant

Location of Applicant at time of declaration

*Sign in the presence of a Commissioner
For Taking Affidavits*

- This declaration was administered remotely in accordance with Ontario Regulation 431/20

Declared before me  at the Municipality of Chatham-kent

Signature of Commissioner

Location of Commissioner

this 6th day of December, 2024

day

month

year

PLACE AN IMPRINT OF YOUR STAMP BELOW

Tracey Lynn Cecilia Pillon-Abbs, a Commissioner, etc.,
Province of Ontario, for Pillon Abbs Inc.
Expires August 4, 2026

READ & COMPLETE SCHEDULES A & E IN FULL & SIGN

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements

A1. Authorization of Registered Owner for Agent to Make the Application

If the applicant is not the registered owner of the land that is the subject of this application, the written authorization of the registered owner that the agent is authorized to make the application must be included with this application form or the authorization below must be completed.

I, Manni Japra, am the registered owner of the land that is
Name of Registered Owner

subject of this application for an amendment to the City of Windsor Zoning By-law and I authorize

Pillon Abbs Inc. to make this application on my behalf.
Name of Agent

X 

December 6, 2024

Signature of Registered Owner

Date

If Corporation - I have authority to bind the corporation

A2. Authorization to Enter Upon the Subject Lands and Premises

I, Manni Japra,
Name of Registered Owner

hereby authorize the Development and Heritage Standing Committee or their successor, City Council, and staff of The Corporation of the City of Windsor to enter upon the subject lands and premises described in Section 5 of the application form for the purpose of evaluating the merits of this application and subsequently to conduct any inspections on the subject lands that may be required as a condition of approval. This is their authority for doing so.

X 

December 6, 2024

Signature of Registered Owner

Date

If Corporation – I have authority to bind the corporation

SCHEDULE A CONTINUES ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE A – Authorizations & Acknowledgements - *Continued*

A3. Acknowledgements

Receipt, Fees, Additional Information, Termination, and Freedom of Information

I acknowledge that receipt of this application by the City of Windsor does not guarantee it to be a complete application, that further review of the application will occur, and that I may be contacted to provide additional information and/or resolve any discrepancies or issues with the application as submitted.

I further acknowledge that after the application is deemed complete, fees are not refundable, additional information may be requested, and that after 60 days of inactivity the City of Windsor may terminate the application without notice.

I further acknowledge that pursuant to the provisions of the Planning Act and the Municipal Freedom of Information and Protection of Privacy Act, this application and all material and information provided with this application are made available to the public.

Species at Risk

Ontario's *Endangered Species Act* protects endangered and threatened species — animals and plants in decline and at risk of disappearing from the province by restricting activities that may affect these plants, animals or their habitats.

I acknowledge that it is my sole responsibility as the Applicant to comply with the provisions of the *Endangered Species Act, 2007, S. O. c.6*. This could require me to register an activity, get a permit or other authorization from the Ministry of the Environment, Conservation and Parks (MECP) prior to conducting an activity that could impact an endangered or threatened plant or animal or its habitat. I further acknowledge that any *Planning Act, R.S.O. 1990, c.P.13* approval given by the City of Windsor does not constitute an approval under the *Endangered Species Act*, nor does it absolve me from seeking the necessary authorization, approvals or permits from the MECP prior to conducting any activity that may affect endangered or threatened plant or animal or its habitat.

Additional information can be found at:

<https://www.ontario.ca/page/development-and-infrastructure-projects-and-endangered-or-threatened-species>

or by contacting MECP at SAROntario@ontario.ca

Acknowledgement

I acknowledge that I have read and understand the above statements:

X



Signature of Applicant or Agent

December 6, 2024

Date

**END OF SCHEDULE A
COMPLETE SCHEDULE E ON NEXT PAGE**

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E – Environmental Site Screening Questionnaire

Previous Use of Property

- Residential Industrial Commercial Institutional
 Agricultural Parkland Vacant Other Unknown

- a) If previous use of the property is Industrial or Commercial, specify use:

- b) Has the grading of the subject land been changed by adding earth or material? Has filling occurred on the subject land?
 Yes No Unknown
- c) Has a gasoline station and/or automobile service station been located on the subject land or adjacent lands at any time?
 Yes No Unknown
- d) Has there been petroleum or other fuel stored on the subject land or adjacent lands?
 Yes No Unknown
- e) Are there or have there ever been underground storage tanks or buried waste on the subject land or adjacent lands?
 Yes No Unknown
- f) Have the lands or adjacent lands ever been used as an agricultural operation where cyanide products may have been applied as pesticides and/or sewage sludge applied to the lands?
 Yes No Unknown
- g) Have the lands or adjacent lands ever been used as a weapons firing range?
 Yes No Unknown
- h) Is the nearest boundary line of the application within 500 metres (1,640 feet) of the boundary line of an operational/non-operational public or private waste disposal site, landfill or dump?
 Yes No Unknown
- i) If there are existing or previously existing buildings on the subject lands, are there any building materials remaining on site which are potentially hazardous to public health (e.g., asbestos, PCB's)?
 Yes No Unknown
- j) Is there reason to believe the subject lands may have been contaminated by existing or former uses on the site or adjacent sites?*
- Yes No Unknown
- * Possible uses that can cause contamination include but are not limited to: operation of electrical transformer stations, disposal of waste minerals, raw material storage, and residues left in containers, maintenance activities and spills. Some commercial properties such as gasoline stations, automotive repair garages, and dry cleaning plants have similar potential. The longer a property is under industrial or similar use, the greater the potential for site contamination. Also, a series of different industrial or similar uses upon a site could potentially increase the number of chemicals that are present.*
- k) If current or previous use of the property is Industrial or Commercial, or if YES to any of a) to j) above, attach a previous use inventory showing all former uses of the subject land, or if applicable, the land(s) adjacent to the subject lands.

SCHEDULE E CONTINUES ON NEXT PAGE

ZONING BY-LAW AMENDMENT APPLICATION

SCHEDULE E - CONTINUED

Acknowledgement Clause

I hereby acknowledge that it is my responsibility to ensure that I am in compliance with all applicable laws, regulations, guidelines and the City's Official Plan policies pertaining to potentially contaminated sites, and to use all reasonable effort to identify the potential for contamination on the subject property.

I acknowledge that as a condition of approval of this application that the City may require me to file a Record of Site Condition signed by a qualified person in the provincial Environmental Site Registry, and provide verification to the City of Windsor of acknowledgement of this Record of Site Condition by the Ministry of Environment.

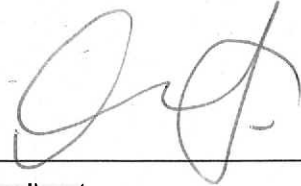
I acknowledge that the City may require the qualified person signing the Record of Site Condition to submit to the City a Declaration acknowledging that the City of Windsor may rely on the statements in the Record of Site Condition.

I acknowledge that the City of Windsor is not responsible for the identification and/or remediation of contaminated sites, and I agree, whether in, through, or as a result of any action or proceeding for environmental clean-up of any damage or otherwise, I will not sue or make claim whatsoever against the City of Windsor, its officers, officials, employees or agents for or in respect of any loss, damage, injury or costs.

Manni Japra

Name of Applicant (print)

X



Signature of Applicant

December 6, 2024

Date

Tracey Pillon-Abbs

Name of Agent (print)



Signature of Agent

December 6, 2024

Date

END OF SCHEDULE E

ZONING BY-LAW AMENDMENT APPLICATION

DO NOT COMPLETE BELOW – STAFF USE ONLY

Receipt and Assignment of Application	Date Received Stamp _____
This application has been assigned to:	
<input type="checkbox"/> Adam Szymczak (AS)	<input type="checkbox"/> Brian Nagata (BN)
<input type="checkbox"/> Frank Garardo (FG)	<input type="checkbox"/> Tracy Tang (TT)
<input type="checkbox"/> Jim Abbs (JA)	<input type="checkbox"/> Justina Nwaesei (JN)
<input type="checkbox"/> Kevin Alexander (KA)	<input type="checkbox"/> Laura Strahl (LS)
<input type="checkbox"/> Simona Simion (SS)	<input type="checkbox"/> _____

Complete Application		
This application is deemed complete on _____ <i>Date</i>		
_____ <i>Signature of Delegated Authority</i>		
<input type="checkbox"/> Neil Robertson, MCIP, RPP Manager of Urban Design	<input type="checkbox"/> Greg Atkinson, MCIP, RPP Manager of Development	<input type="checkbox"/> Thom Hunt, MCIP, RPP City Planner & Executive Director

Internal Information			
Fee Paid: \$ _____	Receipt No: _____	Date: _____	
Payment Type: <input type="checkbox"/> Cash	<input type="checkbox"/> Certified Cheque	<input type="checkbox"/> Credit Card	<input type="checkbox"/> Personal Cheque
NEW Zoning File No. ZNG/ _____	Z- _____		
Previous Zoning File No. ZNG/ _____	Z- _____		
Related OPA File No. OPA/ _____	OPA _____		
Other File Numbers: _____			
Notes: _____			

THIS IS THE LAST PAGE OF THE APPLICATION FORM

COMMITTEE OF ADJUSTMENT/CONSENT AUTHORITY AGENDA RECORD

PLEASE BE ADVISED THIS MEETING IS CONDUCTED ELECTRONICALLY.

The following applications are scheduled to be heard by the Committee of Adjustment/Consent Authority on Thursday, January 30, 2025 in the order stated below.

LOCATION: Via Electronic Participation

1	3:30 PM	3739080100020000000	A-078/24	GJB REAL ESTATE INC	4054 ROSELAND DR W			RELIEF: Relief from the minimum lot width.	
2	3:30 PM	3739080100020000000	B-051/24	GJB REAL ESTATE INC	4054 ROSELAND DR W			CONSENT: Create a new lot.	
3	3:30 PM	3739050220087000000	B-052/24	13233138 CANADA INC	646-658 TOURNIER ST			CONSENT: Create a new lot.	
4	3:30 PM	3739070380077000000	B-053/24		2633 TOURANGEAU RD			CONSENT: Lot addition.	
5	3:30 PM	3739010140090010000	B-054/24	WINVALCO LIMITED	1235 ST LUKE RD			CONSENT: Lot addition.	
6	3:30 PM	3739070730044500000	A-079/24	WINDSOR SURGICAL CENTRE INC.	10700 TECUMSEH RD E			office with reduced minimum required parking spaces.	
7	3:30 PM	3739080080011000000	B-055/24	SEMIH OZDOGAN	570 COUSINEAU RD			CONSENT: Create a new lot.	
8	3:30 PM	3739080080011000000	B-056/24	SEMIH OZDOGAN	570 COUSINEAU RD			CONSENT: Lot addition.	
9	3:30 PM	3739080090115000000	A-001/25	COUNTRYSIDE PLAZA INC (DAN JAHN)	3865-3693 DOUGALL AVE			reduced minimum distance from a residential area.	
10	3:30 PM	3739070030160000000	B-001/25	VIOREL BRUDA	659-663 ALEXANDRINE			CONSENT: Create a new lot.	
11	3:30 PM	3739060330003000000	B-002/25	BAKERS INVESTMENTS LTD.	8380-8474 WYANDOTTE E			CONSENT: Create an easement for access.	

If a person or public body that files an appeal of a decision of the Committee of Adjustment in respect of the proposed consent does not make written submissions to the Committee of Adjustment before it gives or refuses to give a provisional consent, the Ontario Land Tribunal may dismiss the appeal.

In addition, if you wish to be notified of the decision of the Committee of Adjustment in respect of the proposed applications, you must make a written request to the Committee of Adjustment at the address shown below with the specific file number please emails COAdjustment@citywindsor.ca. **NOTE:** To access the Agenda Record, Comments for the upcoming meeting, and past Committee of Adjustment Minutes, please visit our website at: [Committee of Adjustment Meeting Agenda \(citywindsor.ca\)](http://Committee of Adjustment Meeting Agenda (citywindsor.ca))

Subject: Additional Information Memo for the Recreation & Culture Community Programming User Fees

Reference:

Date to Council: January 27, 2025
 Emilie Dunnigan
 Manager, Development Revenue and Financial Administration
 519 255-6100 ext.6324
 edunnigan@citywindsor.ca

Financial Planning
 Report Date: 1/23/2025
 Clerk's File #: AF/14854

To: Mayor and Members of City Council

Additional Information:

Subsequent to the release of the 2025 Recommended Operating and Capital budgets, which included the 2025 User Fee Schedule, an error was noted in the fees listed on pages 124-125 and 129. These pages have since been revised and are attached.

Approvals:

Name	Title
Tony Ardovini	Deputy Treasurer, Financial Planning
Michael Chantler	Senior Executive Director, Community Services
Ray Mensour	Commissioner, Community & Corporate Services
Janice Guthrie	Commissioner, Finance and City Treasurer
Joe Mancina	Chief Administrative Officer

Appendices:

- 1 Appendix A: Revised 2025 User Fees

City of Windsor
User Fee Schedule

Community Services - Recreation & Culture													
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	HST Appl.	HST Notes	2024 Fee Excluding HST (Approved)		2025 Fee Excluding HST (Recommended)		Change Over Prior Year	Budget Issue Detail Report Reference	
							Cost	Unit of Measure	Cost	Unit of Measure	\$	Page #	Issue #
* Note: All Recreation User Fees include HST except Programs for children 14 and under. Implementation date may be January 1st, April 1st or June 1st depending on program.													
1		Recreation	Administration	Program Refunds	N		\$10.50	Each	\$0.00	Each	(\$10.50)	168	2025-0230
2				Photocopying Fee (.30 each additional page)	Y		\$2.00	1st Page	\$0.00	1st Page	(\$2.00)	168	2025-0230
3				Permit Amendment Fee	Y		\$5.50	Each	\$5.75	Each	\$0.25	168	2025-0230
4				Customer Care Centre Recoveries (Including Mackenzie Hall) - External	Y		5% of Sales + \$1.13 per ticket		5% of Sales + \$1.13 per ticket		n/a	168	
5				Customer Care Centre Recoveries - Internal	N		4% Gross Sales		4% Gross Sales		n/a	168	
6				Administration Fee (NSF cheques, closed accounts, chargebacks, etc.)	Y		\$50.00	Each	\$65.00	Each	\$15.00	168	2025-0230
7		Recreation	Discounts	Adults Aged 60+	Y		10%		10%		\$0.00	168	2025-0230
8				Family Registration	Y		10%		0%		n/a	168	2025-0230
9				Financial Assistance for Persons on Ontario Works (OW) or Ontario Disability Support Program (ODSP)	Y		15% Client Payment 85% Financial Assistance		15% Client Payment 85% Financial Assistance		n/a		
10		Community Programming	Aquatics: Admissions Windsor Residents	Water Park - Full Day	Y		\$21.00	Day	\$25.25	Day	\$4.25	168	2025-0372
11				Water Park - Star Light or Partial Day	Y		\$14.50	Day	\$17.50	Day	\$3.00	168	2025-0372
12			WIATC/AB	Water Park Children - 2 Years and Under (Not Yet 3 - You Are Free)	N		Free	2 yrs & Under	Free	2 yrs & Under	n/a		
13				Group Rate - Full Day (15+)	Y		\$13.75	Day	\$16.50	Day	\$2.75	168	2025-0372
14				Group Rate - Star Light (15+) or Partial Day	Y		\$10.50	Day	\$12.50	Day	\$2.00	168	2025-0372
15				Cannon Cove Dry Play Place	Y		\$5.25	Day	\$6.25	Day	\$1.00	168	2025-0372
16				Cannon Cove Dry Play Place with Water Park Admission	Y		\$2.75	Day	\$0.00	Day	(\$2.75)	168	2025-0320
17				Land Lover Admission - Full Day	Y		\$5.25	Day	\$0.00	Day	(\$5.25)	168	2025-0320
18				Land Lover Admission - Star Light	Y		\$2.75	Day	\$0.00	Day	(\$2.75)	168	2025-0320
19		Community Programming	Aquatics: Admissions General Admission	Water Park - Full Day	Y		\$27.00	Day	\$32.50	Day	\$5.50	168	2025-0372
20				Water Park - Star Light or Partial Day	Y		\$17.00	Day	\$20.50	Day	\$3.50	168	2025-0372
21			WIATC/AB	Water Park Children - 2 Years and Under (Not Yet 3 - You Are Free)	N		Free	2 yrs & Under	Free	2 yrs & Under	n/a		

User Fees included in this schedule are approved during the annual budget process, however, are subject to change based on subsequent Council approval throughout the year.

City of Windsor
User Fee Schedule

Community Services - Recreation & Culture													
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	HST Appl.	HST Notes	2024 Fee Excluding HST (Approved)		2025 Fee Excluding HST (Recommended)		Change Over Prior Year	Budget Issue Detail Report Reference	
							Cost	Unit of Measure	Cost	Unit of Measure	\$	Page #	Issue #
* Note: All Recreation User Fees include HST except Programs for children 14 and under. Implementation date may be January 1st, April 1st or June 1st depending on program.													
22				Cannon Cove Dry Play Place	Y		\$5.25	Day	\$6.50	Day	\$1.25	168	2025-0372
23				Cannon Cove Dry Play Place with Water Park Admission	Y		\$2.75	Day	\$0.00	Day	(\$2.75)	168	2025-0230
24				Land Lover Admission - Full Day	Y		\$5.25	Day	\$6.50	Day	\$1.25	168	2025-0372
25				Land Lover Admission - Star Light	Y		\$2.75	Day	\$0.00	Day	(\$2.75)	168	2025-0230
26		Community Programming	Recreation Membership ; Includes: Fitness Centre, Fit Lanes, Aquafitness, Open Adult, Drop In (basketball, fitness classes)	Adult (16+) Recreation Memberships includes access to the fitness Centre, Fit Lanes and Drop In Aquafitness, valid indoors and outdoors	Y		\$357.00	Year	\$367.75	Year	\$10.75	168	2025-0230
27					Y		\$203.00	6 Months	\$209.25	6 Months	\$6.25	168	2025-0230
28					Y		\$113.00	3 Months	\$116.50	3 Months	\$3.50	168	2025-0230
29					Y		\$39.50	1 Month	\$40.75	1 Month	\$1.25	168	2025-0230
30					Y		\$6.25	Visit	\$6.50	Visit	\$0.25	168	2025-0230
31		Community Programming	Youth Aquatic Membership	Youth Aquatic Membership (must be able to swim 50m continuously) - participants must be 12 to 15 years of age, fit lanes only	Y		\$236.00	Year	\$243.25	Year	\$7.25	168	2025-0230
32					Y		\$133.50	6 Months	\$137.75	6 Months	\$4.25	168	2025-0230
33					Y		\$74.50	3 Months	\$76.75	3 Months	\$2.25	168	2025-0230
34				any exceptions must be approved by a Supervisor	Y		\$26.50	1 Month	\$27.50	1 Month	\$1.00	168	2025-0230
35					Y		\$3.25	Visit	\$3.50	Visit	\$0.25	168	2025-0230
36		Community Programming	Aquatics Adventure Bay Memberships	Water Park - Annual	Y		\$166.75	Year	\$200.00	Year	\$33.25	168	2025-0372
37				Water Park -Academic Year (Sept - End of June)	Y		\$112.00	10 Months	\$134.00	10 Months	\$22.00	168	2025-0372
38				Water Park - Holiday/March Break Season (1 Week March or 2 Weeks Dec/Jan)	Y		\$32.75	1 Week March or 2 Weeks Dec/Jan	\$39.25	1 Week March or 2 Weeks Dec/Jan	\$6.50	168	2025-0372
39				Water Park - Session Membership (Winter, Spring, Summer, Fall) Not Valid during Holiday/ March Break	Y		\$57.00	2 Months	\$68.50	2 Months	\$11.50	168	2025-0372
40				Water Park & Cannon Cove (Children Under 12 ONLY)	Y		\$197.50	Year	\$0.00	Year	(\$197.50)	168	2025-0230
41				Dry Play Place (Cannon Cove) - Children Under 12 ONLY	Y		\$57.00	Year	\$68.25	Year	\$11.25	168	2025-0372
42		Community Programming	Aquatics: INDOOR AND OUTDOOR PER PERSON	Family and Recreational Swims (Indoor Pools): 2 yrs old & Under (with paid Adult)	Y		Free	2 yrs & Under	Free	2 yrs & Under	n/a		
43			Recreational Swims	Family and Recreational Swims : Child/Youth (3-18)	Y		\$3.25	Child/Youth	\$3.50	Child/Youth	\$0.25	168	2025-0230
44				Family and Recreational Swims: Adult (19+)	Y		\$4.25	Adult/Senior	\$4.50	Adult/Senior	\$0.25	168	2025-0230
45				Family and Recreational Swims: Family	Y		\$12.50	Family	\$13.00	Family	\$0.50	168	2025-0230

User Fees included in this schedule are approved during the annual budget process, however, are subject to change based on subsequent Council Consolidated Special Meeting of Council Agenda 2025 Operating & Capital Recommended Budget

City of Windsor
User Fee Schedule

Community Services - Recreation & Culture													
Ref #	Notes	Category / Division	Sub-Category / Sub-Division	Fee / Service	HST Appl.	HST Notes	2024 Fee Excluding HST (Approved)		2025 Fee Excluding HST (Recommended)		Change Over Prior Year	Budget Issue Detail Report Reference	
							Cost	Unit of Measure	Cost	Unit of Measure	\$	Page #	Issue #
* Note: All Recreation User Fees include HST except Programs for children 14 and under. Implementation date may be January 1st, April 1st or June 1st depending on program.													
109				Play Structure and Tot Loch including 9 Lifeguards	Y		\$439.00	Per hour	\$452.25	Per hour	\$13.25	168	2025-0230
110				Play Structure, Tot Loch, Wave Pool and Activity Pool including 12 Lifeguards	Y		\$713.25	Per hour	\$734.75	Per hour	\$21.50	168	2025-0230
111				Activity Pool including 1 Lifeguard	Y		\$65.50	Per hour	\$67.50	Per hour	\$2.00	168	2025-0230
112				Whizzard, Python, Master Blaster, Wave Pool and FlowRider including 13 Lifeguards	Y		\$883.75	Per hour	\$910.50	Per hour	\$26.75	168	2025-0230
113				Wave Pool including 4 Lifeguards	Y		\$230.25	Per hour	\$237.25	Per hour	\$7.00	168	2025-0230
114		Community Programming	Adventure Bay Birthday Party Packages	1-10 Children (Ad Bay Party)	Y		\$0.00	n/a	\$410.00	2 Hours	\$410.00	168	2025-0372
115				11-15 Children (Ad Bay Party)	Y		\$0.00	n/a	\$490.00	2 Hours	\$490.00	168	2025-0372
116				16-20 Children (Ad Bay Party)	Y		\$0.00	n/a	\$660.00	2 Hours	\$660.00	168	2025-0372
117				21-25 Children (Ad Bay Party)	Y		\$0.00	n/a	\$745.00	2 Hours	\$745.00	168	2025-0372
118		Community Programming	Cannon Cover Birthday Party Packages	1-10 Children (Cannon Cove Party)	Y		\$0.00	n/a	\$300.00	2 Hours	\$300.00	168	2025-0372
119				11-15 Children (Cannon Cove Party)	Y		\$0.00	n/a	\$384.00	2 Hours	\$384.00	168	2025-0372
120				16-20 Children (Cannon Cove Party)	Y		\$0.00	n/a	\$510.00	2 Hours	\$510.00	168	2025-0372
121		Community Programming	Community Centre	Rec Fee	N		\$0.00	n/a	\$10.00	Program	\$10.00	168	2025-0230
122		Community Programming	Community Centre: Programs	Youth Program Fee	N		\$4.25	Hour	\$4.50	Hour	\$0.25	168	2025-0230
123				Extra Staffing Fee	Y		\$25.49	Hour	\$26.50	Hour	\$1.01	168	2025-0230
124				Workshop - Youth (3 or less classes)	N		\$6.25	Hour	\$6.50	Hour	\$0.25	168	2025-0230
125				Introductory - Adults (Non physical)	Y		\$6.00	Hour	\$0.00	Hour	(\$6.00)	168	2025-0230
126				Workshop - Adults (3 or less classes)	Y		\$8.00	Hour	\$8.25	Hour	\$0.25	168	2025-0230
127				Adult Program Fee	Y		\$5.75	Hour	\$6.00	Hour	\$0.25	168	2025-0230
128				Advanced - Adults (Physical Activity)	Y		\$7.50	Hour	\$0.00	Hour	(\$7.50)	168	2025-0230
129				Introductory - Adults (Drop in)	Y		\$7.75	Hour	\$9.00	Hour	\$1.25	168	2025-0230
130				Advanced - Adults (Physical Activity) (Drop in)	Y		\$10.00	Hour	\$0.00	Hour	(\$10.00)	168	2025-0230
131				1:4 Youth Program Fee	N		\$15.45	Hour	\$16.00	Hour	\$0.55	168	2025-0230
132				1:6 Youth Program Fee	N		\$7.73	Hour	\$8.00	Hour	\$0.27	168	2025-0230
133				Super Saturdays Activity Fee (Youth) (Plus Program Fee)	N		\$95.28	10 Saturdays	\$98.25	10 Saturdays	\$2.97	168	2025-0230
134				Private Lessons	Y		\$19.00	Half Hour	\$19.75	Half Hour	\$0.75	168	2025-0230

User Fees included in this schedule are approved during the annual budget process, however, are subject to change based on subsequent Council approval throughout the year.

**Subject: Additional Information Memo to Budget Issue # 2025-0121 -
2025 Transit Windsor Service Plan - City Wide**

Reference:

Date to Council: January 27, 2025
Author: Stephan Habrun
Acting Executive Director, Transit Windsor
519-944-4141 ext 2226
shabrun@citywindsor.ca
Transit Windsor
Report Date: January 21, 2025
Clerk's File #: AF/14854 & AFB/14256

To: Mayor and Members of City Council

Additional Information:

This additional information memo serves to provide insight into the proposed enhancements outlined in the 2025 Service Plan for Transit Windsor, in relation to Budget Issue #2025-0121. As we work towards optimizing public transportation services for all residents, we are excited to bring forward further enhancements to positively impact our entire community. While we have made significant investments over the years, there is still great potential to further strengthen and expand our transit system across the municipality. By focusing our resources effectively, we can ensure that they are utilized to meet the needs of a larger group of riders, benefiting the community as a whole and creating a more inclusive and efficient transportation experience for everyone.

- Currently, School Extras provide 8,060 hours of exclusive service, to four high schools, in the city, that make up only 2% of Transit Windsor's annual ridership.
- Currently, the School Extras utilize nine (9) buses per day. This equates to a capital investment of approximately \$12.6M, which accounts for approximately 8% of Transit Windsor's fleet.
- Should Council approve the implementation of the 2025 service plan without eliminating School Extras, Council would need to invest an additional \$8.4M in capital to purchase six (6) additional buses plus \$628,000 of operating funds to hire the employees and pay for the additional service hours.
- Should Council approve the budget item as proposed, the redistribution of the service hours from the School Extras, would instead allow Transit Windsor to provide **an additional 14,951 service hours** that benefit all transit users,

including students and those living in Southwood Lakes, and Devonshire Heights.

- Should Council approve the budget item as proposed, 9 buses will be redeployed into the service system. 6 of the 9 buses will directly support the 2025 service plan, while the remaining 3 buses will be used for backfilling the heavily used routes, including in/and around Massey and Holy Names.
- The 2025 transit service plan will increase frequencies and service levels and will provide transit service to new areas of the city, and those north-south corridor routes that have seen an increased in ridership.
- The overall ridership on the routes that will see these service improvements are as follows:
 - Dougall 6 – 436,254 annual riders in 2024
 - South Windsor 7 – 311,568 annual riders
 - Walkerville 8 – 441,409 annual riders in 2024
 - Parent 14 – 109,573 annual riders in 2024
 - Route 115 (includes Dominion 5) - 999,417 annual riders in 2024
- Proposed 2025 Service Improvements: (***Peak times are 7am – 9am and 2pm – 4pm*)

Route 205 (formerly Dougall 6)

	Current Frequency	Proposed Frequency
Weekday 6am - 6pm	40 mins	30 mins <i>15 mins peak**</i>
Weekday 6pm - 11pm	70 mins	45 mins
Saturday 6am - 10am	70 mins	45 mins
Saturday 10am - 6pm	40 mins	30 mins
Saturday 6pm - 11pm	70 mins	45 mins

Route 240 (formerly South Windsor 7)

	Current Frequency	Proposed Frequency
Weekday 7am - 8pm	30 mins	30 mins
Weekday 8pm - 11pm	Service not provided	30 mins
Saturday 7am - 8pm	50 mins	30 mins
Sunday/Holiday	Service not	60 mins

9am - 8pm	provided	
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Route 135 (formerly Walkerville 8)

	Current Frequency	Proposed Frequency
Weekday 5:30am - 6pm	40 mins <i>30 mins peak**</i>	20 mins
Weekday 6pm - 12am	70 mins	40 mins
Saturday 6am - 11am	70 mins	40 mins
Saturday 11am - 6pm	40 mins	20 mins
Saturday 6pm - 12am	70 mins	40 mins

Route 315 (formerly Parent 14)

	Current Frequency	Proposed Frequency
Weekday 7am - 6pm	60 mins <i>40 mins peak**</i>	40 mins
Weekday 6pm - 9pm	<i>Service not provided</i>	40 mins
Saturday 8am - 2pm	60 mins	60 mins
Saturday 2pm - 8pm	60 mins	35 mins
Sunday/Holiday 9am - 7pm	<i>Service not provided</i>	70 mins

Route 115 (NEW)

	Current Frequency	Proposed Frequency
Weekday 7am - 9am	20 mins	15 mins
Weekday 2pm - 4pm	20 mins	10 mins

- All existing routes other than Route 418X will now operate on Sundays and Holidays with the 2025 service plan.
- Changes to east-end School Extras can be implemented with existing service and will only improve once the east-end terminal is completed.

- Administration reached out to other municipal transit agencies to inquire about municipally funded, specialized transit services for high school students and found that Brampton Transit, Niagara Transit Commission, and London Transit indicate that they do not provide any dedicated service that is exclusive to secondary school students.
- Should Council direct the administration to do so, we will collaborate with School Boards and WESTS (Student Transportation Services) to ensure a seamless transition into the enhanced plan.

Bus Kids Transportation Eligibility Criteria:

Transit Administration has spent considerable time examining the transportation eligibility requirements set by Windsor-Essex Student Transportation Services (WESTS) in order to compare the specialized service that Transit Windsor provides through the School Extras. Based on information posted on the Bus Kids website, the eligibility requirements are as follows:

- The walking distance for secondary school students is a walk to a maximum of 2km from the student's primary or alternate addresses to the bus stop.
- To be eligible for transportation, the determination is based on a 3.2km distance from the student's primary address or alternate address to a Board designated school.
- Should Transit Windsor implement the same measurement as WESTS (2km walking distance) students would have access to more of the regular transit network, as the current transit industry guideline is a 400m walking distance to a bus stop.
- Based on WESTS' prescribed guidelines, the School Extras that are currently servicing the Forest Glade area and transporting students to St. Joseph's could be cancelled immediately, as approximately 95% of Forest Glade is within a distance of 3.2km or less from the school.

Currently, four of the thirteen secondary schools within the Windsor area (Holy Names, St. Joseph's, Riverside, and Massey) receive a door-to-door concierge service that runs within an existing service, meaning 2% of the overall transit ridership receives a specialty service above the general public. As such, the 2025 service plan aims to enhance the efficiency of the existing municipal resources and shift the focus from serving a limited group of riders to improving transit services for everyone.

Over the last several years, Transit Windsor gradually reduced and eventually eliminated School Extras that serviced Kennedy, Brennan, Herman, and Catholic Central. In a report to Transit Windsor's Board of Directors, dated February 10th, 2000, Transit Administration provided an update on its review of the High School Extras service, where the number of Extras that were provided in the morning and afternoon peak hours of service were significantly reduced and resources were reallocated to service improvements, as detailed in the below excerpt:

In September, we operated 11 morning Xtras and 22 afternoon Xtras. These were exclusive to student transportation. Unfortunately, in September, with the advent of regular service improvements associated with the East End Terminal (Transway 1C, Crosstown 2, Ottawa 4, and Lauzon 10), the Walkerville 8 expansion of service, and the Tunnel bus extension to the MGM Grand Casino in Detroit, all Xtras were operating at overtime. This was another incentive to address the exclusive high school transportation services we were operating.

Various adjustments were made between September 1999 and December 1999 and have been evolutionary, based on collective agreement rules. Therefore, we will function with four morning Xtras and nine afternoon Xtras—a significant reduction in peak hour driver and bus requirements from the original 11 and 22 in the morning and afternoon respectively.

The Focus of the Transit Master Plan:

In a consultant's review of Transit Windsor's system, it was evident in their findings that:

- Transit Windsor's service was trying to be everything to everyone, as routing was not direct, service was infrequent, terminals did not connect, and several service holes were identified in the various service areas.
- Through their extensive review, community outreach, and stakeholder engagements, service coverage guidelines of the Transit Master Plan (TMP) identified that routes will be located so that 95% of all urban residences, places of work, secondary and post-secondary schools, shopping centres, and public facilities in the primary service area are within a 400m walking distance.
- The areas of the city that are currently serviced by School Extras were replaced in the TMP with fixed transit routes. These areas never had transit service outside of School Extras.
 - Examples include: Devonshire Heights, portions of East Riverside and the Southwood Lakes area.

There is still more work to be done in future years to further enhance coverage and connections in those areas; however, Transit Windsor, with City Council's direction, has taken a measured approach with implementing service enhancements.

The overall goal of the route networks, as identified in the TMP, was to follow this structure:

1. Grid Route Primary Network Structure – Transit Windsor will have a grid route network (made up of Primary Routes) along the highway and arterial roads that allow for the “straightening” of routes, provide more direct service, and enable improvements in crosstown transit services.
2. Connect Key Destinations – The Primary Routes should establish direct connections between key activity hubs and nodes. These include links to

downtown, the University of Windsor, and St. Clair College. Additionally, there should be an East-End Terminal near Tecumseh Mall that connects to Devonshire Mall, Hotel-Dieu Grace Healthcare Terminal, Windsor International Transit Terminal, and local hospitals.

3. Focus Local Routes on Local Community Connections - Fixed Local Routes will connect neighbourhood residents to a key destination, from where they can transfer to one of the grid routes to avoid leaving areas without adequate access to transit and within a reasonable walking distance.
4. Supplement Grid Routes – Secondary Routes are additional grid routes that aim to fill in the gaps between Primary Routes.

A key objective of the TMP is to reduce specialty services to facilitate system-wide improvements that benefit all transit users. The development of the TMP included extensive community consultation, combining targeted engagement with key stakeholders and broader city-wide outreach to transit and non-transit users. Engagement efforts focused on groups most affected by transit changes, such as individuals with accessibility needs, seniors, employers, business and economic organizations, advocacy groups, newcomers, students, and social and health services. During the 2000 budget deliberations, Transit Windsor identified the need to review school extra services. As noted previously, a subsequent report to the Transit Windsor Board confirmed that the review was completed, resulting in a reduction of the specialty School Extra services and the redeployment of resources, without negatively impacting student riders who pay their own fares. In alignment with the TMP recommendations, Transit Windsor has been gradually reducing School Extra services to optimize fleet utilization and enhance overall transit efficiency. The phased reduction or elimination of these services to support broader service improvements has been brought forward during the 2023, 2024, and 2025 budget deliberations.

The proposed enhancements outlined in the 2025 Service Plan aims to create a more efficient and accessible transit network for all residents, while maximizing taxpayer dollars. By shifting the focus to address the needs of the wider community, Transit Windsor can better serve the public, and improve overall transit experiences. The adjustments made from the previous School Extra services highlight a commitment to reallocating resources effectively while emphasizing service improvements that benefit everyone. Through the implementation of the TMP’s goals, including the establishment of a grid route primary network and the provision of direct connections to key destinations, Transit Windsor is poised to enhance connectivity and accessibility across the city. Ultimately, these changes will not only streamline transit operations but also promote public transportation as a viable and desirable option for daily commuting, ensuring that all residents have the opportunity to travel conveniently and affordably.

Approvals:

Name	Title
Stephan Habrun	Acting Executive Director, Transit Windsor
Mark Spizzirri	Manager of Performance Management

Name	Title
	and Business Case Development
Jelena Payne	Commissioner, Economic Development
Janice Guthrie	Commissioner, Finance/City Treasurer
Joe Mancina	Chief Administrative Officer

Appendices:

Subject: Proposed Expropriation of Various Lands for Forest Glade North Secondary Plan Area Road Network Improvements - Ward 8

Reference:

Date to Council: January 27, 2025
Author: Aaron Farough
Senior Legal Counsel
519- 255-6100 x 6850
afarough@citywindsor.ca
Legal Services, Real Estate & Risk Management
Report Date: January 9, 2025
Clerk's File #: APM2025

To: Mayor and Members of City Council

Recommendation:

- I. THAT City Council, as approving authority under the Expropriations Act (the "Act") **APPROVE** the expropriation of the fee simple interests of the properties described in Appendix "A" attached hereto, for the purposes of the Forest Glade North Secondary Plan Area Road Network Improvements;
- II. THAT City Council **PASS** By-law _____ at this meeting of Council.

Executive Summary:

N/A

Background:

The City of Windsor Official Plan, under the Forest Glade North Secondary Plan, identifies the need for two new north-south collector roads to service the area north of Tecumseh Road, between Jefferson Street and Lauzon Parkway. These collector roads will extend from Tecumseh Road to the anticipated Catherine Street extension. The current working design and land requirements are reflected in Appendix "B" which lands are contained within the area covered by reference Plan 12R-29962 attached as Appendix "C". The lands shown in red, purple and yellow on Appendix "B" are the approximate location of the proposed expropriation.

City Council has previously authorized the City Solicitor to commence the process for the expropriation of the lands described on Appendix "A".

DISCUSSION

In expropriation cases Council sits as an “approving authority” and has broad discretion on whether to approve or reject a proposed expropriation. The approving authority shall:

- (a) approve the proposed expropriation;
- (b) not approve the proposed expropriation; or
- (c) approve the proposed expropriation with such modifications as the approving authority considers proper, as long as the modifications do not affect the lands of a registered owner who was not a party to the hearing

Where there has been a Hearing of Necessity, the Act also requires the approving authority to consider a report of the Tribunal and give reasons for its decision. Statutory notices were published and served and no request for a Hearing of Necessity was received.

CORPORATE ADMINISTRATOR DISCLOSURE

1000521958 Ontario Inc.

- Charanjit Singh Brar, President and Secretary

Hadramaut Inc.

- Faisal Khalid Abubakr Baothman, Director

GEM Properties Inc.

- George Papp, Secretary-Treasurer
- Michael Papp, President
- Elizabeth Papp-Salling, Vice-President

"Grachanica" Serbian Eastern Orthodox Church Congregation of Windsor Ontario Canada

- Milanka Dobrich, Secretary
- Jelica Stevanov, Treasurer
- Goran Todorovic, President and Chairman
- George Velickovic, Vice-President

Risk Analysis:

Without these lands, the planned road improvements could not be completed.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

An Independent appraisal has been obtained by Administration in order to determine the fair market value to assist with negotiating for the fee simple acquisitions required. If expropriation is approved, an updated appraisal will be required.

Administration is seeking authorization in a forthcoming report for a servicing agreement which details potential cost sharing and cost recovery related to the development of the infrastructure within the Forest Glade North Secondary Plan Area, and the acquisition of lands for the identified road network are anticipated to be part of this. Funding for this project has been identified within the 2025 10 year Capital Plan, largely through development charges and subject to City Council approval of this project within the plan the acquisition costs will be charged to the capital project once established. It is estimated that there will sufficient funding to cover the estimated acquisition costs. Should City Council not approve the funding plan for this project as a whole, expropriation will not occur.

Consultations:

Denise Wright – Manager, Real Estate Services
Michael Dennis – Manager, Strategic Capital Budget Development & Control
Rosa Maria Scalia – Financial Planning Administrator
Kathy Buis – Financial Planning Administrator
Juan Paramo – Development Engineer
Patrick Winters – Manager, Development Engineering
Stacey McGuire - Executive Director, Engineering/Deputy City Engineer

Conclusion:

Acting as the approving authority, City Council may make whatever decision it feels appropriate. Expropriating the subject lands would provide the City with the lands it requires to complete the planned road network improvements in the Forest Glade North Secondary Plan Area. If Council desires to proceed with the taking, wording has been provided in the Recommendation and the required by-law can be passed.

Approvals:

Name	Title
Aaron Farough	Senior Legal Counsel
Wira Vendrasco	City Solicitor
Dana Paladino	Senior Executive Director, Corporate Services (A)
Ray Mensour	Commissioner, Community and Corporate Services
Michael Dennis	Manager, Strategic Capital Budget Development and Control
Janice Guthrie	Commissioner, Finance and City Treasurer
David Simpson	Commissioner, Infrastructure Services, City Engineer
Joe Mancina	Chief Administration Officer

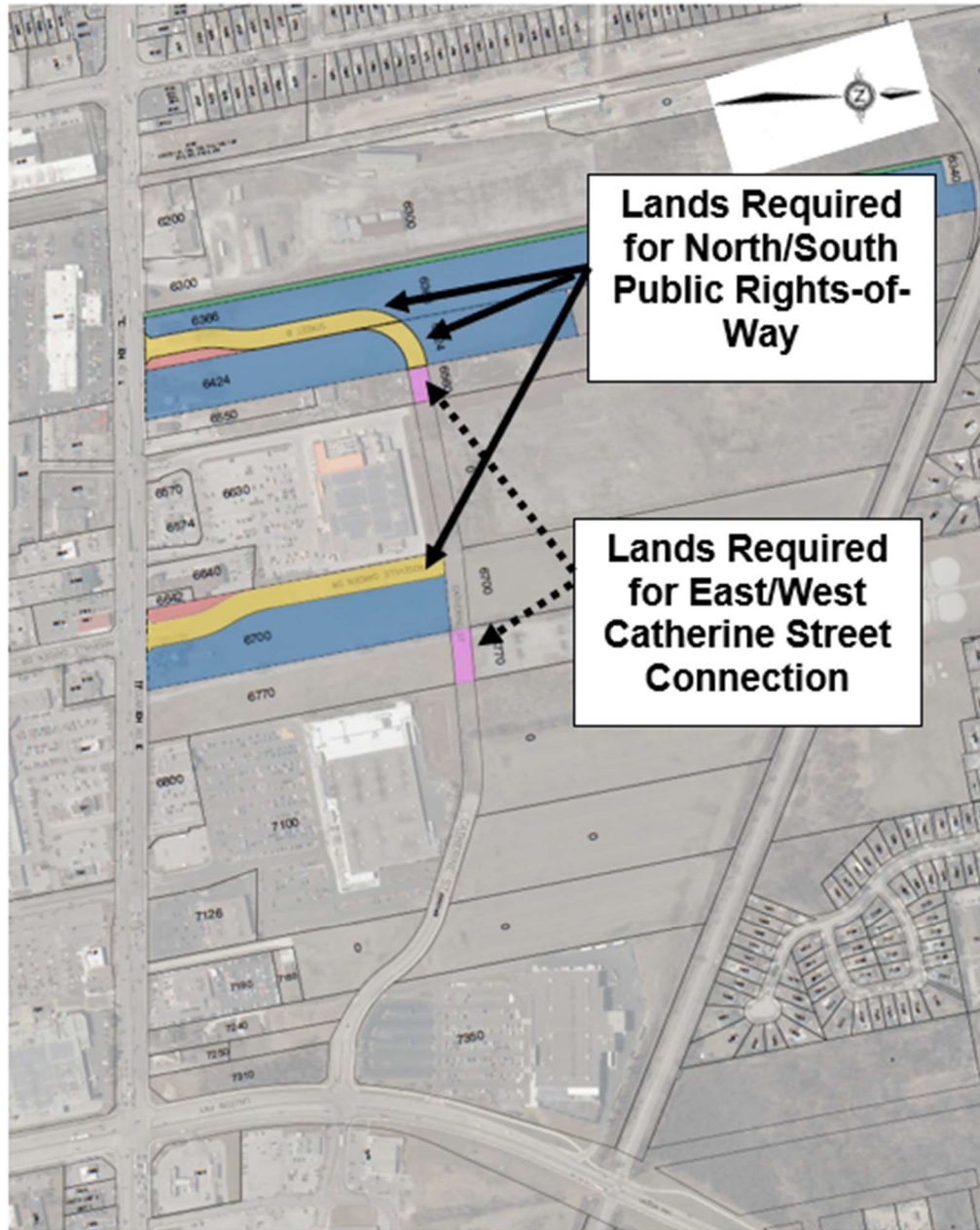
Notifications:

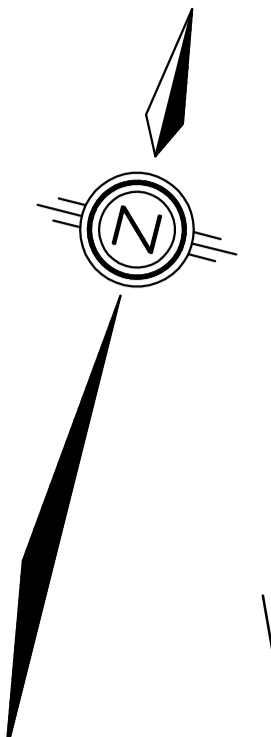
Name	Address	Email

Appendices:

- 1 Lands to be Expropriated
- 2 Aerial Diagram of Property Requirements
- 3 Reference Plan 12R29962

APPENDIX "B"
AERIAL DIAGRAM OF PROPERTY REQUIREMENTS





PARTS SCHEDULE				
PART	LOT	CONCESSION	P.I.N.	AREA (m ²)
1				5,737.9
2				86.5
3			PART OF 01585-0348	71.5
4				910.3
5	PART OF LOT 119	CONCESSION 1		1,384.3
6			PART OF 01585-0352	17.9
7				24.2

PARTS SCHEDULE				
PART	LOT	CONCESSION	P.I.N.	AREA (m ²)
8	PART OF LOT 121		PART OF 01585-0338	18.6
9	PART OF LOTS 121 & 122			749.4
10				104.2
11	PART OF LOT 122			0.3
12	PART OF LOTS 121 & 122			19.2
13		CONCESSION 1	PART OF 01585-0367	0.2
14				6.6
15	PART OF LOT 121			38.3
16				941.7
17				386.1
18	PART OF LOT 120		PART OF 01585-0105	11.7
19	PART OF LOTS 121 & 122		PART OF 01585-0365	18.2

PLAN 12R-29962
 Received and deposited
 December 6th 2024
 Jocelyn Gillespie
 Representative for the
 Land Registrar for the
 Land Titles Division of
 Essex (No.12)

PLAN OF SURVEY
 OF
 PART OF LOTS 119 to 122, (Incl.)
 CONCESSION 1
 GEOGRAPHIC TOWNSHIP OF SANDWICH EAST
 NOW IN THE
 CITY OF WINDSOR,
 COUNTY OF ESSEX, ONTARIO
 VERHAEGEN LAND SURVEYORS, A DIVISION OF J.D. BARNES LTD.

SCALE = 1:1000
 0 10.00 20.00 40.00 60.00 80.00 100.00 METRES

THE INTENDED PLOT SIZE OF THIS PLAN IS 894mm IN WIDTH BY 810mm IN HEIGHT WHEN PLOTTED AT A SCALE OF 1:1000.

"METRIC" DISTANCES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

INTEGRATION DATA

COORDINATES ARE DERIVED FROM GPS OBSERVATIONS USING THE CAN-NET NETWORK SERVICE AND ARE REFERRED TO UTM ZONE 17 (81° WEST LONGITUDE).
 NAD83 (CSRS) (1997.0).
 COORDINATE VALUES ARE TO AN URBAN ACCURACY IN ACCORDANCE WITH SECTION 14(2) O.R.G. 216/10

POINT ID	NORTHING	EASTING
ORP-A	4686160.67	339384.07
ORP-B	4686592.04	339645.11

COORDINATES CANNOT, IN THEMSELVES, BE USED TO RE-ESTABLISH CORNERS OR BOUNDARIES SHOWN ON THIS PLAN.
 A CLOCKWISE ROTATION OF 1°05'40" WAS APPLIED TO THE BEARINGS ON (P3) TO ALLOW COMPARISONS.

CURVE SCHEDULE

CURVE	RADIUS	ARC	CHORD	CHORD BEARING
C1	54.30	5.68	5.68	N2°45'00"W
C2	54.30	79.28	72.42	N24°04'00"E
C3	75.70	59.83	58.28	N43°21'10"E
C4	75.70	58.73	57.27	N01°30'40"W
C5	76.00	59.27	57.78	N01°23'50"W
C6	76.00	59.76	58.23	N43°28'00"E
C7	125.70	31.03	30.95	N16°55'20"W
C8	104.30	25.74	25.68	N16°55'20"W
C9	104.00	25.67	25.61	N16°55'20"W
C10	104.30	25.36	25.30	N16°48'50"W
C11	125.70	30.56	30.49	N16°48'50"W
C12	126.00	30.63	30.56	N16°48'50"W
C13	126.00	49.61	49.29	N35°04'20"W
C14	104.30	41.07	40.81	N35°04'20"W
C15	125.70	49.49	49.17	N35°04'20"W
C16	104.30	41.07	40.80	N35°04'20"W
C17	126.00	49.61	49.29	N35°04'20"W
C18	104.01	19.12	19.09	N41°05'00"W
C19	104.01	21.83	21.79	N29°48'20"W

- NOTE 1:** SUBJECT TO EASEMENT IN FAVOUR OF UNION GAS LIMITED REGISTERED AS INST. NO. R435842
- NOTE 2:** SUBJECT TO EASEMENT IN FAVOUR OF THE CORPORATION OF THE CITY OF WINDSOR, REGISTERED AS CE141772
- NOTE 3:** SUBJECT TO EASEMENT IN FAVOUR OF THE CORPORATION OF THE CITY OF WINDSOR, REGISTERED AS CE146195
- NOTE 4:** SUBJECT TO EASEMENT AS IN CE133876

LEGEND AND NOTES

- BEARINGS ARE UTM GPS DERIVED FROM OBSERVED REFERENCE POINTS "A" AND "B" BY REAL TIME NETWORK OBSERVATIONS.
- DISTANCES ON THIS PLAN ARE GROUND AND CAN BE CONVERTED TO GRID BY MULTIPLYING BY THE COMBINED SCALE FACTOR OF 0.999888.
- LEGEND**
- SB DENOTES 25mm X 25mm X 1.22m STANDARD IRON BAR
 - SSB DENOTES 25mm X 25mm X 0.61m SHORT STANDARD IRON BAR
 - IB DENOTES 16mm X 16mm X 0.61m IRON BAR
 - R DENOTES 19mm DIAMETER X 0.61m ROUND IRON BAR
 - CC DENOTES CUT-CROSS
 - SD DENOTES 50mm X 50mm STEEL PIN
 - DENOTES SURVEY MONUMENT FOUND
 - DENOTES SURVEY MONUMENT SET AND MARKED 1744
 - WT DENOTES WITNESS
 - ⊥ DENOTES PERPENDICULAR
 - (S) DENOTES SET
 - (M) DENOTES MEASURED
 - (D) DENOTES DEED
 - ORP DENOTES OBSERVED REFERENCE POINT
- ALL SET SSB AND PB MONUMENTS WERE USED DUE TO LACK OF OVERBURDEN AND/OR PROXIMITY OF UNDERGROUND UTILITIES IN ACCORDANCE WITH SECTION 11(4) OF O.R.G. 525/91.
- (S/P) DENOTES SET PROPORTIONALLY
 - (O) DENOTES ORIGIN UNKNOWN
 - (P2) DENOTES PLAN 12R-21709
 - (P1) DENOTES PLAN 12R-22975
 - (P3) DENOTES PLAN 12R-26172
 - (P4) DENOTES PLAN 12R-21472
 - (P5) DENOTES J.D. BARNES LIMITED, O.L.S.
 - (P6) DENOTES VERHAEGEN STUBBERFIELD HARTLEY BREWER BEZAIRE INC., O.L.S.
 - (P7) DENOTES CLARKE SURVEYORS INC., O.L.S.

SURVEYOR'S CERTIFICATE

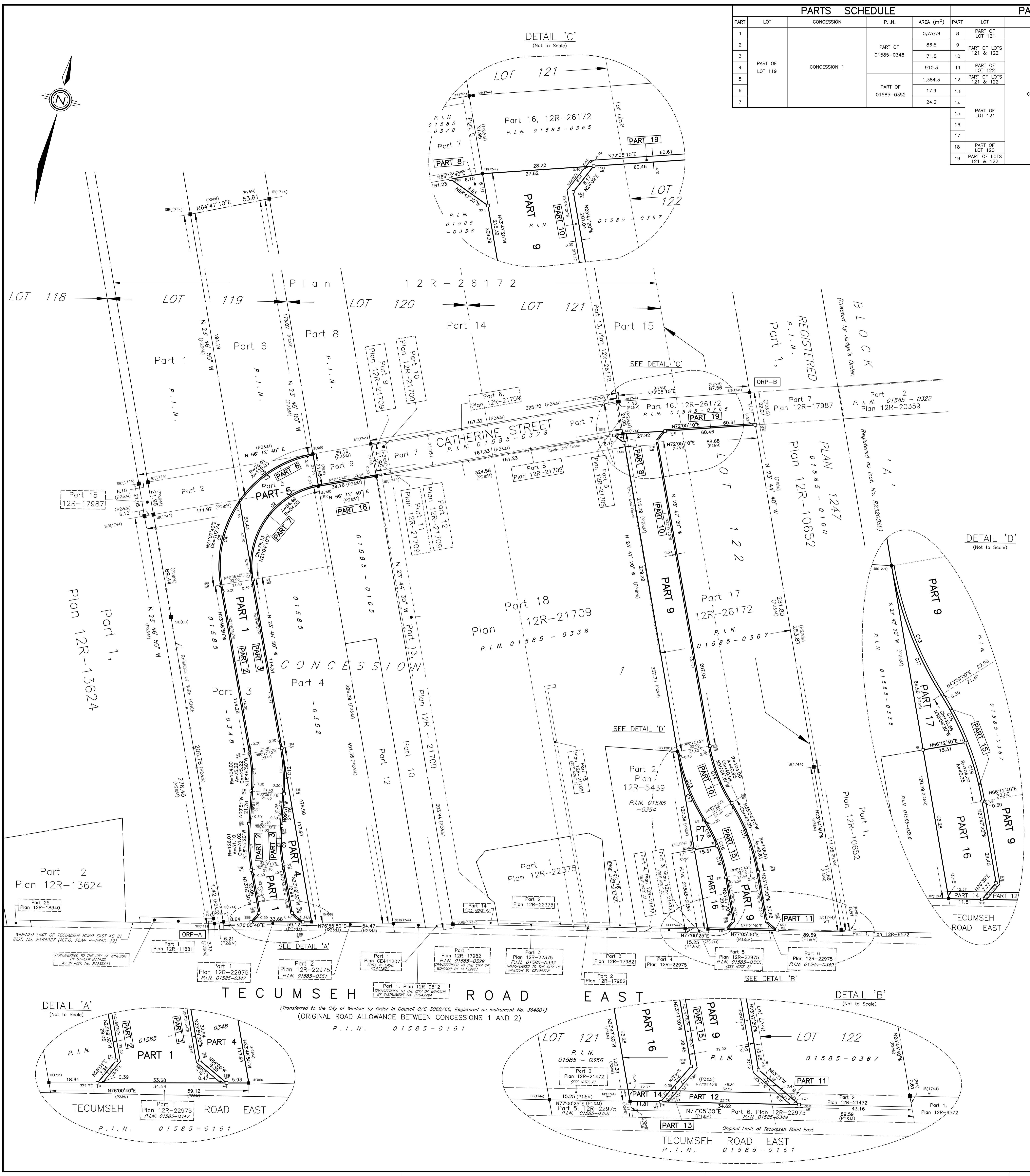
I CERTIFY THAT:
 1. THIS SURVEY AND PLAN ARE CORRECT AND IN ACCORDANCE WITH THE SURVEYS ACT, THE SURVEYORS ACT, THE LAND TITLES ACT AND THE REGULATIONS MADE UNDER THEM.
 2. THIS SURVEY WAS COMPLETED ON THE 2nd DAY OF NOVEMBER, 2024.

DATE NOVEMBER 6, 2024
 ANDREW S. MANIHA
 ONTARIO LAND SURVEYOR

THIS PLAN OF SURVEY RELATES TO AOLS PLAN SUBMISSION FORM NUMBER 2218432.

VERHAEGEN
 LAND SURVEYORS
 A DIVISION OF J.D. BARNES LTD.
 944 OTTAWA STREET, WINDSOR, ON, N8X 2E1
 T: (519) 258-1772 F: (519) 258-1791 www.jdbarnes.com

DRAWN BY: A.S.M.	CHECKED BY: A.S.M.	REFERENCE NO: 24-47-535-00
FILE: 24-47-535-00C.dwg	E-WIND-1-119	CAD Date: December 3, 2024 4:07 PM CAD File: 24-47-535-00D.dwg



APPENDIX "A"

Owner	Municipal Address	Land to be Expropriated	Type of Acquisition
1000521958 Ontario Inc.	6700 Tecumseh Road East	Parts 9 to 17 inclusive on Plan 12R29962 being Part of PIN 01585-0367 (LT)	Fee Simple
Steve Vrablik	6366 Tecumseh Road East	Parts 1 to 4 inclusive on Plan 12R29962 being Part of PIN 01585-0348 (LT)	Fee Simple
HADRAMAUT INC.	6424 Tecumseh Road East	Parts 5 to 7 inclusive on Plan 12R29962 Windsor; being Part of PIN 01585- 0352 (LT)	Fee Simple
GEM Properties Inc.	6560 Tecumseh Road East	Part 9 on Plan 12R26172 being Part of PIN 01585- 0105 (LT)	Fee Simple
"Grachanica" Serbian Eastern Orthodox Church Congregation of Windsor Ontario Canada	6770 Tecumseh Road East	Part 7 on Plan 12R17987; being Part of PIN 01585- 0100 (LT)	Fee Simple

Subject: Proposed Expropriation of Various Lands Required for the Banwell Road Infrastructure Improvement Project - Ward 9

Reference:

Date to Council: January 27, 2025
Author: Aaron Farough
Senior Legal Counsel
519- 255-6100 x 6850
afarough@citywindsor.ca
Legal Services, Real Estate & Risk Management
Report Date: January 9, 2025
Clerk's File #: SW/9581

To: Mayor and Members of City Council

Recommendation:

- I. THAT City Council, as approving authority under the Expropriations Act (the "Act") **APPROVE** the expropriation of the fee simple interests of the properties described in Appendix "A" attached hereto, for the purposes of the Banwell Road Infrastructure Improvement Project / EC Row / Banwell Interchange;
- II. THAT City Council **PASS** By-Law _____ at this meeting of Council.

Executive Summary:

N/A

Background:

The 'Banwell Road Environmental Study Report (ESR) – Tecumseh Road East to CP Railway Tracks' was completed in 2016 and adopted by City Council under Council Resolution CR593/2016). The ESR recommends improvements to Banwell Road corridor from a new interchange at E.C. Row Expressway, just south of, and including the existing CPR rail tracks, to the City of Windsor limits merging with road widening improvements currently being implemented by the County of Essex.

The City elected to proceed with the detailed design to implement the ultimate widening of Banwell Road to six (6) lanes from just south of Mulberry Drive to Intersection Road.

As part of the road improvements, certain lands were identified as being required for the planned widening. Agreement was reached with one property owner, however agreement has not yet been reached with the owners of the remaining required parts. City Council authorized the City Solicitor to commence the process for the expropriation of the lands described on Appendix "A", which are also shown in the reference plan attached as Appendix "B".

Discussion

In expropriation cases Council sits as an "approving authority" and has broad discretion on whether to approve or reject a proposed expropriation. The approving authority shall:

- (a) approve the proposed expropriation;
- (b) not approve the proposed expropriation; or
- (c) approve the proposed expropriation with such modifications as the approving authority considers proper, as long as the modifications do not affect the lands of a registered owner who was not a party to the hearing

Where there has been a Hearing of Necessity, the Act also requires the approving authority to consider a report of the Tribunal and give reasons for its decision. Statutory notices were published and served and no request for a Hearing of Necessity was received.

Corporate Administrator Disclosure

507822 Ontario Inc.

- Ernest Raymond Mailloux, President and Treasurer
- Nicole Linda McKinlay, Secretary

First Mirage Management Inc.

- Debra L. Zlotnik, President
- Kelly Schroth, Vice-President
- Jennifer Pavao, Treasurer
- Sam Zlotnik, Secretary

Risk Analysis:

Without these lands, the planned road improvements could not be completed.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

An Independent appraisal has been obtained by Administration in order to determine the fair market value to assist with negotiating for the fee simple acquisitions required. If expropriation is approved, an updated appraisal will be required.

Acquisition costs would be funded from Project #7255000 – Banwell Corridor Improvements. Funding for this project has been identified within the 2025 10 year Capital Plan, using development charges and subject to City Council approval of this project within the plan the acquisition costs will be charged to the capital project. It is estimated that there will be sufficient funding to cover the estimated acquisition costs. Should City Council not approve the funding plan for this project as a whole, expropriation will not occur.

Consultations:

Denise Wright – Manager, Real Estate Services
Michael Dennis – Manager, Strategic Capital Budget Development & Control
Rosa Maria Scalia – Financial Planning Administrator
Kathy Buis – Financial Planning Administrator
Patrick Robitaille – Project Administrator, Engineering
Karly Gural – Lease Administrator

Conclusion:

Acting as the approving authority, City Council may make whatever decision it feels appropriate. Expropriating the subject lands would provide the City with the lands it requires to complete this portion of road improvements within the Banwell Road Infrastructure Improvement Project. If Council desires to proceed with the taking, wording has been provided in the Recommendation and the required by-law can be passed.

Approvals:

Name	Title
Aaron Farough	Senior Legal Counsel
Wira Vendrasco	City Solicitor
Dana Paladino	Senior Executive Director, Corporate Services (A)
Ray Mensour	Commissioner, Community and Corporate Services
Michael Dennis	Manager, Strategic Capital Budget Development and Control
Janice Guthrie	Commissioner, Finance and City Treasurer
David Simpson	Commissioner, Infrastructure Services, City Engineer
Joe Mancina	Chief Administration Officer

Notifications:

Name	Address	Email

Appendices:

- 1 Legal Description of the Lands to be Expropriated
- 2 Reference Plan 12R29914

APPENDIX “A”

Owner	Municipal Address	Land to be Expropriated	Type of Acquisition
507822 Ontario Inc. & First Mirage Management Inc.	0 Banwell Road,	Part 1 on Plan 12R29914 being Part of PIN 75242-0053 (LT)	Fee Simple
Dobrivoje Vukovic	2020 Banwell Road	Part 2 on Plan 12R29914 being Part of PIN 75242-0118 (LT)	Fee Simple
Lisa Ann Sisti and John Alfredo Sisti	2040 Banwell Road	Part 3 on Plan 12R29914 being Part of PIN 75242-0119 (LT)	Fee Simple
Tejpaul Sanghera and Veerpal Kaur Sanghera	11602 Intersection Road	Part 4 on Plan 12R29914 being Part of PIN 75242-0207 (LT)	Fee Simple

Subject: Sandpoint Beach – Approval of the Master Plan – Ward 7

Reference:

Date to Council: January 13, 2025

Author: Samantha Magalas

Executive Initiatives Coordinator

smagalas@citywindsor.ca

519-253-2300x2730

Parks

Report Date: 12/16/2024

Clerk's File #: SR/14130

To: Mayor and Members of City Council

Recommendation:

THAT Council **ENDORSE** the Sandpoint Beach Master Plan as shown in Appendix A of this report; and further,

THAT the City Treasurer **BE DIRECTED** to consider funding for the Sandpoint Beach Master Plan as part of a future capital budget development process.

Background:

Sandpoint Beach was acquired in 1976 and established as a beach in 1980. The beach consists of approximately 488 metres (1500 feet) of beach front and 2.6 acres of parkland.

The beach has a designated swimming area which is marked by a double buoy line system installed in early June and removed in September. Lifeguards are on duty 1:00 pm – 7:00 pm daily beginning the 2nd weekend in June and running through Labour Day, weather and water quality permitting.

In 2012, the City of Windsor contracted the Lifesaving Society to complete a comprehensive aquatic safety audit of Sandpoint Beach. The report was received by Council in January of 2013.

The final report from the Lifesaving Society aimed to identify any Priority Concerns or major safety risks that would merit immediate action. The beach itself contained no Priority Concerns however the report identified seventeen (17) Primary Recommendations to align with best practices. The Lifesaving Society indicated that these items should receive focused attention. One of the seventeen Primary Recommendations was in regard to the western edge of the designated supervised

beach area. The report recommended that beach and water access at the western edge of the beach be restricted due to the extreme drop off from shallow water to over 3.65 metres or 12 feet in a short distance, as well as strong currents and undertow and a history of incidents in the area.

The report indicated that it would be prudent to move forward with an evaluation and subsequent implementation of an option that would restrict access to this area.

On June 7, 2021, Council approved CR265/2021:

*That City Council **APPROVE** the pre-commitment and immediate use of \$227,500 in funding identified in 2024 for the Relocation of Sandpoint Beach (REC0-002-14) to complete an Environmental Assessment and further;*

*That City Council **CONFIRM** the use of funding from Grant Matching and Inflationary Pressures project should the tender exceed previously estimated costs due to inflation; and,*

*That the Chief Administrative Officer and City Clerk **BE AUTHORIZED** to sign all agreements or contracts with successful vendors / proponents / bidders to give effect to this recommendation as long as they are within the approved budget, satisfactory in technical content to the Commissioner Parks, Recreation, Culture & Corporate Facilities, in financial content to the City Treasurer, and in legal form to the City Solicitor.*

As a result of this direction from Council, the City retained Landmark Engineers Inc. to complete a master plan and environmental assessment for the potential relocation of Sandpoint Beach.

Discussion:

Sandpoint Beach Park is a unique recreational asset that has faced safety challenges in recent years due to its proximity to deep water where strong currents present drowning risks. Recent incidents have prompted the City to re-evaluate the park layout to further enhance its appeal and safety. The City commissioned Landmark Engineers Inc. to create a new master plan and environmental assessment that relocates the beach eastward, away from the hazardous areas, and incorporates significant improvements in park facilities and accessibility.

Extensive consultations were conducted, including public information sessions and feedback collection via online platforms. Key stakeholder groups, including local residents, environmental agencies, and cultural heritage organizations, have been engaged to ensure the plan addresses diverse community needs.

A public open house was held on May 19, 2022 to present the plan and kick off a two-week survey period. Over 80 residents attended the open house and more than 200 comments were received. A second open house was held on November 22, 2022 to present the environmental assessment options and preferred solution, seeing approximately 20 attendees. A two-week comment period followed.

The proposed master plan, as seen in **Appendix A**, includes the construction of new amenities and facility upgrades, such as enhanced beach facilities, new recreational facilities including an accessible playground and splash pad, an expanded wildlife area, and washroom renovations, alongside significant landscaping and accessibility improvements. The public consultations have shown strong community support for the project, with particular emphasis on improving safety and environmental sustainability.

Risk Analysis:

There is minimal financial risk involved with approving this master plan. When Council directs Administration to move forward with the implementation of this plan, required capital funding would need to be identified at future capital budgets.

Climate Change Risks

Climate Change Mitigation:

The master plan integrates climate change mitigation practices through increased carbon sequestration. Tree planting initiatives and increased green buffer zones in the park will help absorb additional CO₂ from the atmosphere. The integration of an additional bike parking location falls in line with action A9 of the environmental master plan to help connect a safe network for bicycling and walking. By offering areas to park bicycles, this in turn can lead to increased accessibility for active transportation in the area, contributing to a reduction in the number of private vehicle trips and accompanying greenhouse gas emissions.

Climate Change Adaptation:

The master plan integrates climate adaptation strategies supported by the City's Climate Change Adaptation Plan to bolster resilience against climatic shifts and enhance recreational use along the City's shoreline. These improvements include implementing natural barriers such as rock revetments to stabilize the shoreline and protect against erosion and water level changes, strategic placement of pathways and trails ensuring sufficient setback from surface water bodies and building flood-resistant structures to ensure park amenities are designed to withstand variable and extreme weather conditions. The integration of shading features such as the pavilion will additionally help support initiatives in the climate change adaptation plan focused on building community resilience to the urban heat island effect.

Additional strategies aim to reduce the park's environmental impact and address the urban heat island effect through thoughtful design and sustainable practices, including more natural surface treatments, enhanced green coverage, tree planting for natural shade, and other landscaping elements to maximize shade and cool areas where visitors gather. In addition, integrating thermal comfort features such as splash pads, shade structures and drinking fountains help mitigate heat effects during peak summer months. Using lighter-colored materials for hard surfaces will also help reflect rather than absorb heat, reducing local temperatures and contributing to climate mitigation strategies.

Financial Matters:

Based on the concept depicted in the Master Plan, the overall project budget is estimated to be in the range of **\$15 Million**. The preliminary cost estimates are based upon high-level estimates using 2024 pricing and may be subject to variability as the works are planned and budgeted in future capital budgets:

ESTIMATED EXPENSES	YEAR	
Engineering, Contract Administration, Permits, Fees, Non-Recoverable Tax, Interest		\$2,750,000
Construction Costs		\$9,500,000
Contingency		\$2,750,000
TOTAL ESTIMATED PROJECT COSTS		\$15,000,000

There is currently \$1.5 million of capital budget funding approved in principle in years 2029 and 2030 for the proposed Sandpoint Beach Master Plan in the 2024 10-year Capital Plan (REC-002-14 Relocation of Sandpoint Beach) resulting in an additional \$13.5 million required to implement the Plan. Should City Council endorse the Master Plan as presented and further wish to proceed with the Master Plan, Administration would need to be directed to consider additional capital funding as part of a future capital budget development process.

Consultations:

Laura Ash – Projects Lead, Parks Development

Wadah Al-Yassiri – Manager, Parks Development

Nolan Lachance – Environmental Sustainability Coordinator

Erika Benson – FPA, Parks

Michael Dennis - Manager, Strategic Capital Budget Development and Control

Conclusion:

The Sandpoint Beach Park Master Plan offers a vision for a safer, more engaging, and environmentally sustainable recreational space. Council’s approval of this plan will support the redevelopment, enhancing the park’s appeal and ensuring its long-term success as funding is available. The community’s broad support underscores the plan’s alignment with public interests and the anticipated benefits of the proposed enhancements.

Planning Act Matters:

N/A

Approvals:

Name	Title
Samantha Magalas	Executive Initiatives Coordinator
Emilie Dunnigan	Manager, Development Revenue and Financial Administration
James Chacko	Executive Director, Parks and Facilities
Michael Chantler	Senior Executive Director, Community Services (A)
Ray Mensour	Commissioner, Community Services
Janice Guthrie	Commissioner, Corporate Services Chief Financial Officer & City Treasurer
Joe Mancina	Chief Administrative Officer

Notifications:

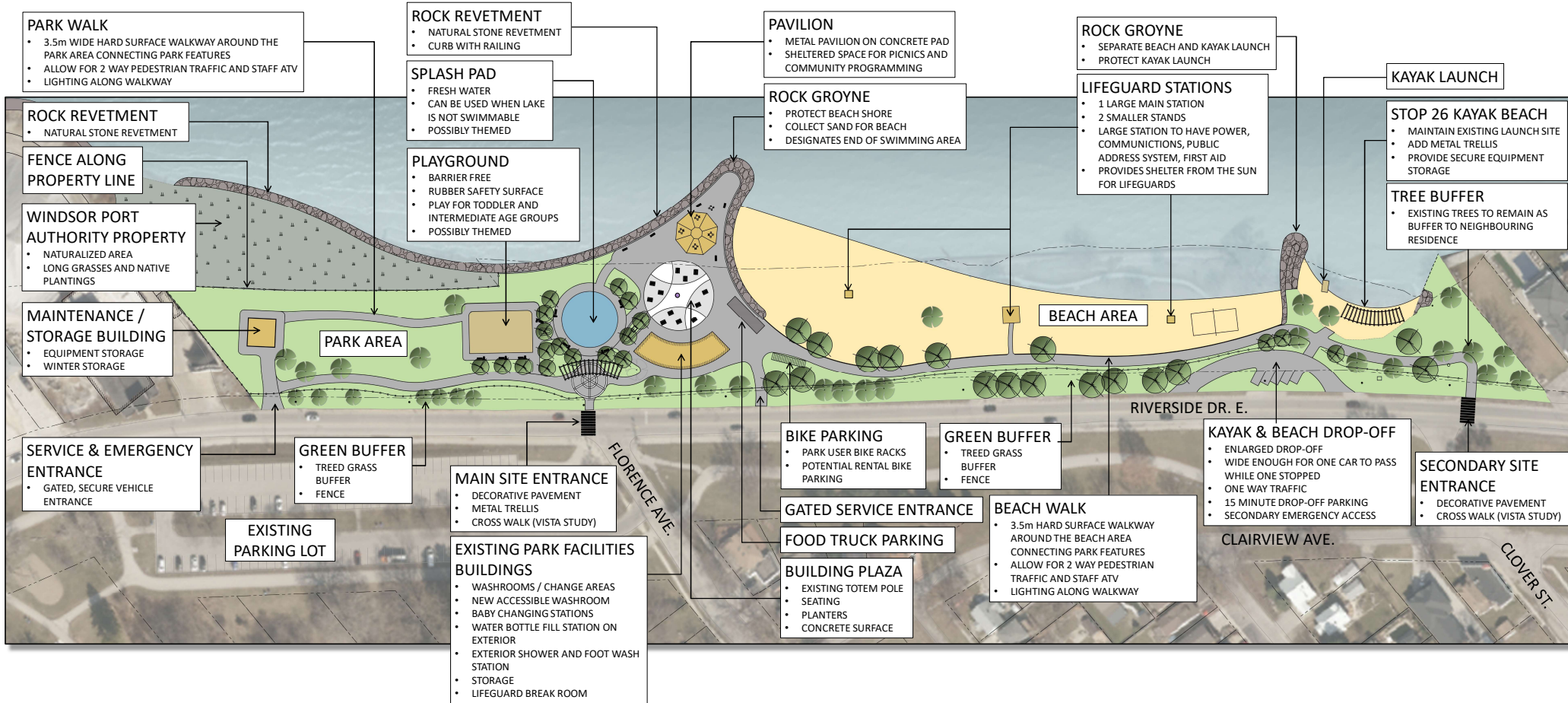
Name	Address	Email

Appendices:

- 1 Appendix A - Sandpoint Beach Master Plan - Concert Plan

Master Plan – 2024 Amendment

Site Concept Plan and Programming



From: Emmi Sud < >
Sent: Wednesday, January 8, 2025 1:07 PM
To: clerks <clerks@citywindsor.ca>
Subject: Sandpoint Beach -

The master plan for the beach has not been updated to reflect the home and dock of _____ Riverside Drive.

There is a 60 foot dock with a boat lift and two jet ski lifts on the property located right next to the beach where the kayak launch is proposed. The kayak launch is directed towards the dock where a boat and two jet skis will be going to and from the dock during the summer. This is a safety concern as the kayaks will be going in the direct path of the boat and jet skis.

This past summer there were numerous occurrences where swimmers, paddle boarders and kayakers needed to be warned to stay away from the dock and move out of the way for the boat outgoing or incoming to avoid them getting hit. It is not safe for people to be in such close proximity to a boat dock.

The other main concern is that the current is extremely strong there and pushes west towards the beach. The boat and jet skis going to and from the dock can easily be pushed with the current towards the beach and people in the water can be at risk if they are too close to the dock. Again, there have been occurrences where both adults and children have been warned to move away immediately and keep a safer distance from the boat and the dock.

I have attached photos of the dock to show the close proximity of the dock to the beach. I am not sure why the drawings have never been updated in the past year and a half to reflect this, but the public should at least have an updated and accurate drawing of the area.

The kayak launch could be kept farther away from our dock or perhaps angled more away from the dock instead of towards it, but if the beach plans are approved something should be done to ensure kayakers aren't headed directly towards the dock and in the direct path of the boat.

Whether the beach plans are approved or not, I strongly recommend some type of sign warning people about the strong currents, and a warning that boats will be leaving and returning to the dock and they must keep a safer distance away.

The other main concern is the lack of privacy and a noise buffer between our house and the beach. The existing trees are not enough. We know that moving the beach will drastically increase the number of people and the amount of noise directly next to our home and all we asked for to accommodate this was trees to be planted.

A row of cedar trees all along our fence would have been an easy and cost effective solution and they would grow significantly each year providing more and more privacy during all seasons and it would certainly help to block the noise. A couple more larger trees that will grow over time could also be planted in the area to provide additional privacy and keep people and the noise a little farther away from our home. We would also feel safer with the privacy of trees knowing that people can't easily see into our home and watch us or watch when we are leaving the house or home alone.

The crosswalk from Stop 26 to the beach is also very close to where our front door is and we definitely need privacy and a noise buffer there. As you can see our front porch has no privacy from the road and the beach. The other photos attached show the lack of privacy from many of our windows and our back porch.

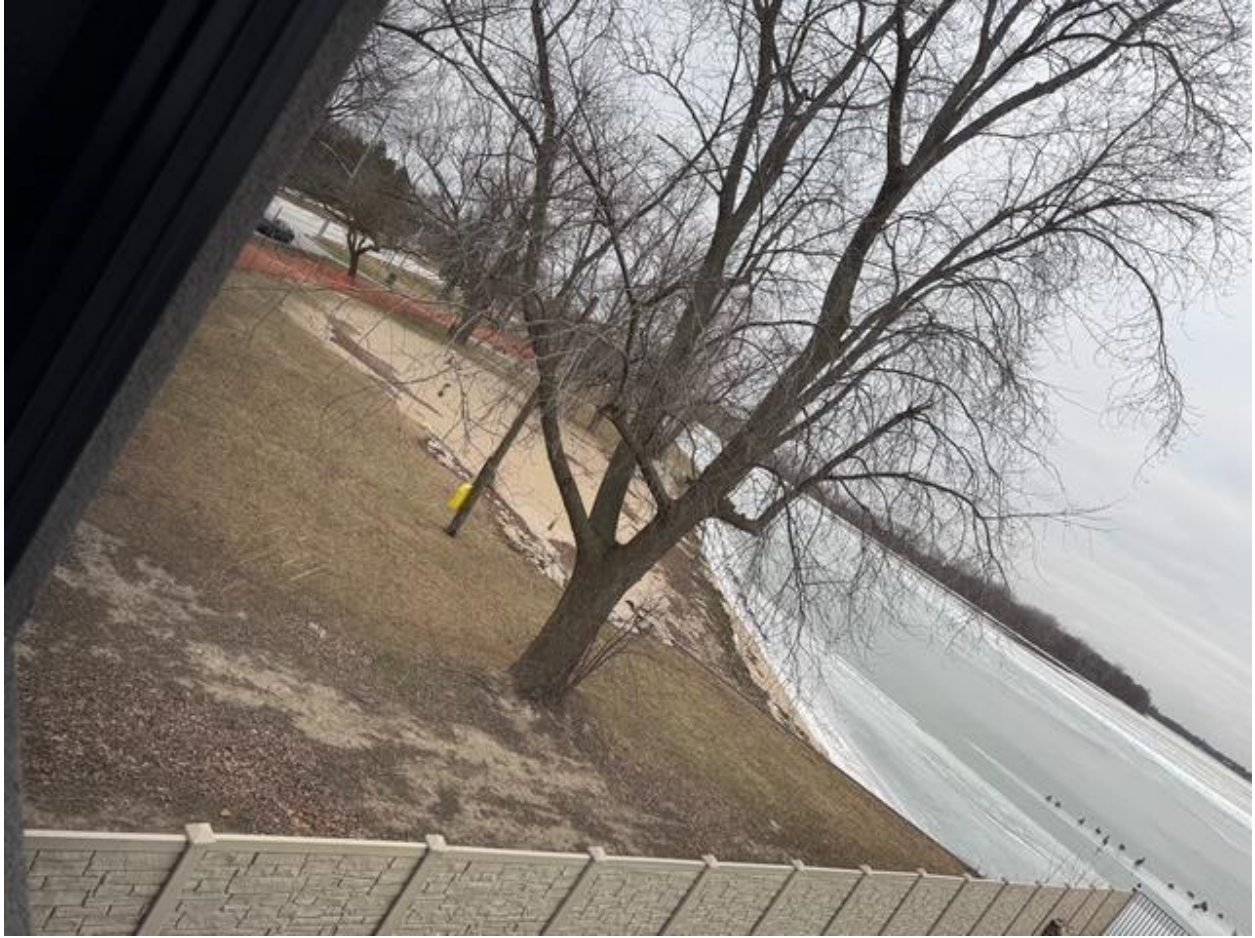
The closer people are to our fence the easier it is for them to see into our home and the louder it will be. We made it very clear that was a very extreme concern and are very disappointed that nothing has been done to address and resolve this very simple issue. We paid a lot of money for our permit fee and we pay a lot in property taxes each year, and we feel our concerns are not being considered or accommodated at all. The amount of money we pay in property taxes in one year would cover the cost of planting trees to provide us this privacy, and we really felt this was a reasonable request.

We are concerned that our home value will be decreased. No home buyer wants to live next to a public beach and it's a valid safety and privacy concern. What is being done to accommodate our home value decreasing? What are the tax implications since this is a 15 million dollar project? How are we being compensated? We are most directly affected if this proposal is accepted.

We do not support the current proposal. We have many concerns that have not been addressed despite being brought up by us. We will be addressing all of these concerns listed as well as other concerns during the meeting on Monday.

Thank you



















From: Neil Mens < >

Date: Mon, Dec 30, 2024, at 1:28 PM

Subject: Re: Festival Plaza and Sandpoint Beach Decisions - January 13 Council Meeting

To: Gignac, Jo-Anne (Councillor) <joagignac@citywindsor.ca>

Dear Council members

1. I cannot support any of the 3 proposals for Festival Plaza brought forward by Admin. Rather I recommend a new annual \$1.5 Million programming and place making budget for the existing Festival Stage and Plaza. There is no point in any investment in this location without funding for programming. Most people own folding camp chairs. Since Festival Plaza was constructed in 2007-8 there has been scant use of the stage to showcase Windsor Essex talents. What is the point of building a stage and leaving it dark? Since you approved budgets of \$500,000 for Bright lights which last weeks, the city can certainly afford year round programmes for the central waterfront at \$1.5 Million. Windsor has talented musicians, dancers, theatre companies, comedians and film groups who would benefit from the work. I also recommend relocation of the 15 Bright Lights Market stalls which we already own for new festivals like "Spring Fling", "Summer Fest" and "Harvest Festival" and "Christmas Markets". I also would like to see 4-6 Commercial Food Trucks included in each new special event and invited every weekend from May 1 to Halloween. I cannot believe Windsor admin still has not studied Detroit Riverfront Conservancy's Valde Park in Detroit which was designed as a 4 season public space directly across the river. All three of the construction proposals are only useful on sunny summer days and reflect no involvement of private sector entrepreneurs and imagination. This site is highly visible from the beautifully revived Detroit waterfront. What Americans currently see is an unattractive empty parking lot most weekends of the year. With the USA currency differential this place should be hopping. Within the current parks budget take up the asphalt in front of the stage and plant grass and 50 shade trees. Invite the public to sponsor 50 shaded benches facing the river, and 60 round metal picnic tables with built in seating (seen on Belle Isle), 120 colourful resin muskoka chairs and more shade trees. Companies like Jamieson, Nexstar, countless mold companies, and others should be approached for donations through Invest Windsor Essex, the Chamber of Commerce and the Windsor Essex Community Foundation. David Cooke and others have shown public private foundation sponsorship works in Windsor. It built the new miracle park in Riverside. It would be a step towards a Riverfront Conservancy on the Windsor side of the river.

2. The Beach project needs to move ahead in 2025 with full support of Council. Windsor has only 1 beach and is currently shown up by the exciting public beach improvements in Leamington. The new Sandpoint design is improved for swimming safety, inclusion of children's splash pad and play area, bike racks and food trucks. Just add a larger budget for Lifeguard supervision to run from the second weekend in May to the second weekend of September. Climate change has lengthened the swimming season. Budgets need to change to reflect the new realities. Windsor's Beach also needs a bus stop so those families without a car don't have to walk carrying all their picnics and napsacs 700 Metres from the Marina. Please No more deaths at Sandpoint. Get shovels in the ground this year. No more stalling.

Good Luck with your discussions.

Regards Neil E. Mens

From: Terry Patrick < >
Sent: January 9, 2025 7:40 AM
To: clerks <clerks@citywindsor.ca>
Subject: Sandpoint Beach - Approval of Masterplan 11.2

Terry and Darcie Patrick
(3 houses east of Stop 26 Beach)

This letter is in regard to the Sandpoint Beach Masterplan 11.2. Just as a side note. We have lived at this residence for over 40 years and have seen many changes, including the purchasing of the 6 homes that were located between the beach and Stop 26. This new proposal is very troubling and we have several concerns about moving the current location of the beach further east (and obviously closer to residential homes).

- 1) Parking for the new beach is a major concern. People are going to want to get as close as they can to the new location (which is human nature) and start parking further east around Clover. This is already an issue in the summer with people wanting ice cream at Stop 26 Ice Cream Parlour. The weekend is crazy with cars parking everywhere. This will be exasperated by adding beach parking. Without constant enforcement, it will be a nightmare for residents.
- 2) Traffic flow, especially on weekends, will also be an issue. I understand there is supposed to be a crosswalk constructed at Clover to make it safer for pedestrians , but this is not going to mitigate the amount of increased traffic that will ultimately occur in this area. It will be awful trying to get in and out of your own driveway on the weekend.

Suggestions:

- 1) Step up enforcement so it's ongoing and not hit and miss. If people know they will get ticketed for illegal parking they will stop.
- 2) Increase the buffer between the first house, beside the beach and the kayak launch. Possibly a row of trees to help decrease the sound and create more separation between the beach and the houses.
- 3) Hopefully, reduce our taxes as we are getting the park moved onto our doorstep.

Thank you for your kind consideration
Darcie and Terry Patrick
January 9, 2025

Sent from my iPhone

Subject: Asylum Claimants and Interim Housing Assistance Program (IHAP) Funding Update – City Wide

Reference:

Date to Council: January 27, 2025
Author: Stephen Lynn
Manager, Social Policy and Planning
slynn@citywindsor.ca
519-255-5200 ext 5270

Jennifer Tanner
Manager, Homelessness and Housing Support
jtanner@citywindsor.ca
519-255-5200 ext 5250
Housing and Children's Services

Report Date: 1/10/2025
Clerk's File #: GF/14750

To: Mayor and Members of City Council

Recommendation:

THAT this report regarding updates on asylum claimants in Windsor and funding opportunities through the federal Interim Housing Assistance Program (IHAP) **BE RECEIVED** for information; and,

THAT Council **APPROVE** the recommendation that the City of Windsor does not apply for Interim Housing Assistance Program (IHAP) funding for the period of 2025 to 2027 due to the requirements for municipal cost-sharing and the lack of ongoing federal funding after 2027; and,

THAT the Mayor and Council write a letter to the federal Minister of Immigration, Refugee, Citizen Canada (IRCC) to **ADVOCATE** for long-term federal funding to support asylum claimants' settlement into Canada, including assistance with their immediate housing needs, without the requirement for municipal cost-sharing.

Executive Summary:

N/A

Background:

According to Immigration, Refugees, Citizenship Canada (IRCC), “an asylum claimant is an individual who has made a claim for refugee protection in accordance with Section 99(3) of the *Immigration and Refugee Protection Act* and whose claim has not been determined.”

In May 2024, Administration provided a report to City Council about asylum claimants transferred to Windsor hotels by IRCC (S 39/2024). At the peak of operations, there were three local hotels with a total of 439 rooms being used to accommodate this population group. From January 2023 until December 20, 2024, over 2300 asylum claimants have been transferred to the hotels and temporarily housed since January 2023. Currently, there are approximately 708 asylum claimants at the two hotels. IRCC has informed City Administration that leases for these hotel rooms are in place until March 31, 2025, but there is uncertainty if the leases will be extended beyond this date.

In October 2024, the federal government announced plans to reduce the number of new permanent residents entering Canada from 500,000 to 395,000 in 2025, 380,000 in 2026, and 365,000 in 2027. The plans included setting targets to address the number of temporary residents which includes international students and people on work permits. Although targets for asylum claimants were not included in the latest plans, the number coming to Canada continues to rise year over year. The calendar year 2024 was another historic year for the number of asylum claimants processed with over 159,000 claims, compared to 143,360 in 2023 and 91,640 in 2022. It is anticipated the trend of increased asylum claimants arriving in Canada will continue throughout 2025 and subsequent years.

There continues to be a pathway to refer asylum claimants from Windsor’s emergency shelters for intake into an IRCC-led hotel, with 320 people being transferred between October 2023 and December 2024. This arrangement has provided relief for the local emergency shelters, which are nearly at full capacity each night. It also provides asylum claimants with a network of supports at the hotels including food, medical supports, on-site IRCC/contracted staff, Ontario Works staff (e.g. Caseworkers, Social Workers), and a housing worker employed by a newcomer service provider. These organizations work together to help asylum claimants find housing as soon as possible, while they await their Immigration Review Board (IRB) hearings which will determine if they can stay in Canada under protective person status and apply for permanent residence.

In March 2024, the City applied for funding under the federal Interim Assistance Housing Program (IHAP) and was allocated \$106,000 to cover expenses incurred by accommodating asylum claimants in the local emergency shelter system in 2023. A subsequent application will be submitted by January 31, 2025, to recover 2024 expenses.

In December 2024, IRCC announced significant criteria changes to the IHAP initiative starting in January 2025 that would allow municipalities to apply for upfront allocations rather than a reimbursement as done in previous years. However, there is a requirement for municipal cost-sharing from 2025 to 2027 with no federal funding available beyond 2027. The deadline to submit is January 31, 2025. More details can be found in the IHAP Program Directives provided in Appendix A.

IRCC has indicated that another stream of IHAP funding will also be made available to non-profit organizations in 2025, although the funding envelope is less than that being offered to municipalities. Should other non-profit organizations in the community have proposals and want to submit, this will give them the opportunity to contract directly with IRCC without the City being in the middle and taking on additional resource and financial risks.

This report is to provide Council with more information about the new IHAP program, risks of applying for such funding or opting not to do so and an overall update on the current situation of Asylum Claimants in Windsor.

Discussion:

IHAP Program

The new IHAP Program Directives starting in 2025 explain that the federal government has allocated \$1.1 billion of additional funding across Canada over a 3-year period (2024 to 2027) to develop “long-term solutions to prevent asylum claimants from experiencing homelessness.” This funding is intended to support provinces, municipalities and non-profit organizations to:

- Adopt sustainable, cost-effective approaches to addressing the housing needs of asylum claimants; and
- Build capacity to receive and address the housing needs of asylum claimants in jurisdictions across the province.

Through this funding, the federal government aims to support partners in developing more sustainable and cost-effective solutions to meeting the housing needs of asylum claimants. Some examples of eligible projects include establishing an asylum claimant reception centre or purchasing and operating transitional housing for asylum claimants. The IHAP directives state such projects are cost effective alternatives to the current use of hotels or homelessness shelters.

Projects funded under IHAP must meet the following criteria:

1. Dedicated to supporting asylum claimants; and
2. Coordinated, such as using standardized assessment and triaging processes; and
3. Permanent, and not reliant on long-term federal funding to continue operations.

The cost-sharing requirements for IHAP funding vary depending on the project’s alignment with the three criteria listed above. If all three criteria are met, the project is deemed “sustainable and cost-effective”, and the municipal or provincial cost-sharing requirements are lower (i.e. 5% for 2025 – 2026 and 25% for 2026 – 2027). If the project does not meet all criteria, the cost-sharing requirements are higher (i.e. 25% for 2025 – 2026 and 50% for 2026 – 2027).

Starting in the 2027 – 2028 fiscal year, there will be no additional or ongoing federal funding under IHAP to support these projects.

As Council was made aware in a recent report on winter planning for the local emergency shelter system (C 161/2024), there are 902 households experiencing homelessness in Windsor and Essex County, a 26% increase when comparing October 2024 to October 2023 data. There has also been an 8% increase in people using emergency shelters and 43% increase in the length of stay. From January to October 2024, 95% of emergency shelter beds were full each night.

Given the current pressures the City is already facing (i.e. increasing homelessness, insufficient funding, the large social housing waitlist, and rental housing market pressures in Windsor), and now factoring in the cost-sharing requirements of the new IHAP program, Administration is not recommending applying for this funding after 2024. Administration is asking Council to write a letter to IRCC to make it clear that the new IHAP Directives are seen as a federal download to the municipal tax base. Furthermore, that the IHAP program should not require municipal cost-sharing and should include long-term financial commitments from the federal government to support asylum claimants.

Current Status of Asylum Claimants in IRCC Windsor Hotels

In early January 2025, IRCC advised the City that three cohorts of over 800 asylum claimants received departure notices for January, February and March. The number of departure notices in a short period of time raises concerns about the housing stability of these individuals and families. The City of Windsor's Employment & Social Services and Housing Services Departments continue to work closely with IRCC, settlement and community partners to help support asylum claimants in finding housing solutions for as many asylum claimants as possible. There is a risk that some of the individuals and families may not find alternative housing arrangements. With such short-term notice and limited options, Administration's concern is that some people discharged from the IRCC hotels may experience homelessness. The number of people will place significant pressure on the local emergency shelter system, which is almost near capacity on a nightly basis.

The emergency shelter system is not an ideal location for asylum claimants as they required specialized settlement supports which local emergency shelter providers would be challenged to provide. IRCC has reported to Administration that most people leaving their hotels, end up staying in Windsor. The first cohort to leave in January were successfully housed or relocated outside the region. Administration will continue to work with IRCC and the partners in the sector for the remaining two cohorts to minimize the risk, disruption and pressure these decisions will have on the local emergency shelter system and the local affordable housing market.

Risk Analysis:

If the City does not apply for IHAP funding and IRCC discontinues providing hotel rooms for asylum claimants in Windsor and other communities, there is a risk of increased demands on the local emergency shelter system. Since shelters are currently funded through provincial and municipal funding, there may be budgetary impacts to the City of Windsor. However, if other municipalities establish asylum claimant reception centres,

shelters, and transitional housing, asylum claimants may seek services in these other communities.

If Windsor applies for IHAP funding but it is not able to demonstrate an ongoing funding plan for the project beyond 2027, there is a risk that the application will not be successful or if it's approved, there will be additional municipal budget pressures in the future.

There is a risk that by not applying for IHAP funding, other newcomer services in Windsor and Essex County will face additional demand and budgetary pressures that may negatively impact their services and sustainability.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

In March 2024, the City applied and received funding under IHAP and was allocated \$106,000 to cover expenses incurred in 2023. A subsequent application will be submitted by January 31, 2025, to recover 2024 expenses.

As stated in the report, for future years, the program and funding parameters will change significantly, including the requirement of municipal cost sharing of funding received prior to 2027 and that no ongoing federal funding will be available after 2027. Due to these changes, Administration is recommending that the City not apply for future IHAP funding for the period of 2025 to 2027.

Currently, homelessness programs in Windsor-Essex are experiencing financial pressures and there is no municipal or provincial funding available within the approved budgets to meet the cost-sharing requirements of the new IHAP funding application.

Consultations:

Nancy Jaekel, Financial Planning Administrator

Tanya Antinow, Executive Director of Employment and Social Services

Conclusion:

The new federal Interim Housing Assistance Program (IHAP) is intended to provide municipalities with the opportunity to apply for funding for the next two years (2025 to 2027) to establish dedicated interim housing and other supports for asylum claimants. Since the program requires municipal (or provincial) cost-sharing and no federal funding is available after 2027, there is too much financial risk to the City of Windsor to apply for such funding under these conditions. If the IHAP Program Directives were to change in

the future, reducing the financial burden on municipal tax levy, or other similar funding opportunities became available, Windsor would reconsider its position.

Planning Act Matters:

N/A

Approvals:

Name	Title
Linda Higgins	Manager, Intergovernmental Funding
Jennifer Tanner	Manager, Homelessness and Housing Support
Stephen Lynn	Manager, Social Policy and Planning
Kirk Whittal	Executive Director, Housing and Children's Services
Janice Guthrie	Commissioner, Finance and City Treasurer
Andrew Daher	Commissioner, Human and Health Services
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

- 1 Appendix A - Interim Housing Assistance Program – Program Directives
English

Program Directives – Interim Housing Assistance Program

1. Introduction

The Interim Housing Assistance Program (IHAP) is a grant and contribution based program that supports provinces/territories, municipalities, and non-profit organizations in providing interim housing to asylum claimants while they await determination of their claim. The program has provided funding to support costs incurred by partners since 2017.

Through Budget 2024, the federal government allocated \$1.1 billion of additional funding over three years, beginning in 2024-25 to extend the program with a renewed focus on developing long-term solutions to prevent asylum claimants from experiencing homelessness.

With an ultimate view to supporting asylum claimants in quickly achieving housing independence while awaiting determination of their claim, the renewed IHAP will provide funding to provinces/territories, municipalities and non-profit organizations to help:

- Adopt sustainable, cost-effective approaches to addressing the housing needs of asylum claimants; and,
- Build capacity to receive and address the housing needs of asylum claimants in jurisdictions across the country.

Under the program, the term “asylum claimant” refers to any individual who has made a claim for refugee protection in accordance with Section 99(3) of the [Immigration and Refugee Protection Act](#), and whose claim has not been determined.

Directives' Application

The intent of these directives is to support recipients of the program's grant funding stream (i.e., provinces, territories, municipalities) by providing additional guidance with regard to the use of program funding in accordance with the program's Terms and Conditions.

These directives apply to activities undertaken by recipients of grant funding from January 1, 2025 onward.

2. Sustainable and Cost-effective Approaches

Under IHAP, the federal government is committed to supporting partners in developing more sustainable and cost-effective solutions to meeting the housing needs of asylum claimants now, and in the future.

Recognizing that asylum claimants have unique needs relative to other populations at risk of, or experiencing, homelessness, several jurisdictions have begun pursuing dedicated shelter spaces and other accommodations for claimants. A prominent application of this approach is through the introduction of reception centres, which aim to provide a single access point to receive claimants, assess their needs, coordinate referrals to available supports and services, and provide interim housing, where needed. Reports indicate that this integrated approach can lead to better outcomes for claimants, and can be more cost-effective in the long-term. Transitional housing has also been demonstrated as a cost effective alternative to the use of hotels or traditional shelters and can be effective in transitioning claimants into longer term housing and away from municipal shelters.

While the program recognizes that there is no “one size fits all model” across communities, IHAP can help jurisdictions adopt sustainable and cost-effective approaches that are appropriate for their region.



Assessing Whether an Activity is “Sustainable and Cost-Effective”

For the purposes of funding delivered under the program, the program defines “sustainable and cost-effective” as involving activities that are **dedicated**, **permanent**, and **coordinated**.

Dedicated	Permanent	Coordinated
<p>Under IHAP, dedicated refers to activities that are <u>targeted</u> to supporting the housing needs of asylum claimants.</p> <p>This differentiates from activities that support the broader population (e.g., general shelter system), given other supports in place for this purpose.</p>	<p>Under IHAP, permanent refers to activities that are intended to be an <u>ongoing part of the response</u> system, and that are not reliant on long-term federal funding to continue their operation.</p> <p>This differentiates from temporary interventions to respond to emergency needs (e.g., hotel rooms), even if they have been continued beyond their intended timeframe out of ongoing necessity.</p>	<p>Under IHAP, coordinated refers to activities that receive/send referrals through an <u>integrated and standardized assessment and triage process</u>.</p> <p>A coordinated process often involves agreed-upon assessment and prioritization criteria across service providers, to ensure that claimants are efficiently matched to the housing and services they need to achieve housing independence.</p>

To support recipients in determining whether an activity meets these criteria, illustrative examples of specific activities are included in the chart below.

Sustainable and Cost-Effective Activities	All Other Activities
<ul style="list-style-type: none"> • Establishment of a permanent reception centre – as a reception centre is intended to meet the interim needs of asylum claimants and serve as an access/referral point to other supports and services, this activity would be considered <u>dedicated</u>, <u>permanent</u>, and <u>coordinated</u> provided it is not reliant on federal funding for its continued operation • Ongoing asylum-specific case management services – as a service provided only to asylum claimants to support an assessment of housing and facilitate referral to appropriate supports and services, this activity would be considered <u>dedicated</u>, <u>permanent</u>, and <u>coordinated</u> • Development, implementation, and governance of joint processes, practices or policies – as activities related to permanently enhancing coordination across organizations to improve housing related services for asylum claimants, this activity would be considered <u>dedicated</u>, <u>permanent</u>, and <u>coordinated</u> • Purchase and operation of new transitional housing sites for asylum claimants – as an initiative to permanently increase capacity to support asylum claimants, this would be considered <u>dedicated</u>, <u>permanent</u>, and <u>coordinated</u>, provided spaces are filled through a coordinated process and the ongoing operation of these sites is not reliant on federal funding 	<ul style="list-style-type: none"> • Room rentals associated with temporary accommodations (e.g., in hotels or motels) – as room rentals are typically of limited duration, this activity would not be considered <u>permanent</u> • Supporting asylum claimants through the general emergency shelter system – as this activity leverages resources that are not targeted for asylum claimants, it would not be considered <u>dedicated</u> • Capital expenditures to increase interim housing capacity that have not secured long-term operating funding – as this activity has not secured long-term operating funding to ensure its continued operation, and therefore may be reliant on future federal funding in order to continue to serve asylum claimants, it would not be considered <u>permanent</u>

Should recipients have further questions about whether an activity they are pursuing would meet the criteria of “sustainable and cost-effective”, they are asked to reach out to the program for clarification.

Cost-Sharing Requirements

As with previous iterations of the program, recipients of grant funding are required to demonstrate funding from provincial/territorial/municipal sources towards activities/projects carried out under their IHAP grant agreement. As stated in the Terms and Conditions, participating jurisdictions will be required to demonstrate the appropriate amount of matching funding in their results report.

In alignment with the program’s new priority focus on sustainable and cost-effective approaches, the program cost-sharing requirement varies based on the activities pursued by recipients.

For program funding used towards activities that meets all three of the criteria for “sustainable and cost-effective” outlined above, the following requirements apply:

- In 2025-26, recipients must demonstrate a minimum of 5% in provincial/territorial/municipal funding (i.e., IHAP funding can be used to cover up to 95% of the cost of activities that meet the criteria of a sustainable and cost-effective approach).
- In 2026-27, recipients must demonstrate a minimum of 25% in provincial/territorial/municipal funding (i.e., IHAP funding can be used to cover up to 75% of the cost of activities that meet the criteria of a sustainable and cost-effective approach).

For all other uses of program funding (i.e., towards any eligible activities/projects that do not meet the criteria of a sustainable and cost-effective approach outlined above), the following requirements apply:

- In 2025-26, recipients must demonstrate a minimum of 25% in provincial/territorial/municipal funding (i.e., IHAP funding can be used to cover up to 75% of the cost of activities/projects that do not meet the criteria of a sustainable and cost-effective approach).
- In 2026-27, recipients must demonstrate a minimum of 50% in provincial/territorial/municipal funding (i.e., IHAP funding can be used to cover up to 50% of the cost of activities/projects that do not meet the criteria of a sustainable and cost-effective approach).

Mandatory Requirement to Support a “Sustainable and Cost-Effective” Approach

To ensure IHAP funding contributes to the adoption of sustainable and cost-effective approaches, recipients must demonstrate that they dedicated a portion of 2025-26 funding towards activities that meet the criteria of “sustainable and cost-effective approaches” in order to continue to receive funding in 2026-27.

3. Eligible Activities

This section provides specific examples of activities considered to be eligible under section 5.0 of the IHAP Terms and Conditions to help recipients guide the use of program funding. However, these are not necessarily exhaustive. Any distinctly ineligible activities are identified as such.

A. Interim Housing Provision

Activities that directly address the immediate housing needs of asylum claimants and their families (e.g., the provision of interim housing, shelter, or other housing interventions).

Eligible activities:

- Provision of interim housing/shelter for asylum claimants (e.g., maintenance, cleaning, security)
- Food related costs associated with the provision of interim housing or shelter
- Room rentals associated with temporary accommodations (e.g., in hotels or motels, shelter bed nights, transitional housing bed/room/unit nights, short-term leasing of units, home-share nights)

Ineligible activities:

- Activities related to provision of interim housing/shelter to individuals who are not asylum claimants

B. Housing Supports and Services

Activities that help claimants transition towards housing independence (e.g., services related to finding, securing, and maintaining more stable housing).

Eligible activities:

- Case management services and system navigation supports for claimants seeking and/or in interim housing, including referrals to supports and services not eligible under the program (e.g. brokering access to social assistance, child care, medical services, legal aid) and emergency housing assistance.
- Activities related to implementing intake and triage processes
- Basic needs related to housing claimants (e.g., clothing, groceries, footwear, blanket, personal hygiene, housing set-up costs beyond furniture costs already included under Capital activities)
- Homelessness prevention and shelter diversion activities (e.g., landlord liaison and other interventions to prevent eviction, referrals for family mediation, advice/guidance on budgeting)
- Transportation for move-in and move-out
- Information and orientation activities (e.g., with regard to local rental and labour market, recreational services in the community)
- Employment-related services such as job search assistance, interview preparation (if assessed to be a key barrier to housing independence)

Ineligible activities:

- Delivery of legal aid services
- Delivery of medical, health, or treatment services
- Ongoing transportation related costs (e.g., daily commute)
- Short-term housing assistance to claimants already in receipt of provincial, territorial, or municipal social assistance or rental assistance
- Mortgage payments related to privately owned property
- Long-term rental assistance

C. Coordination Activities

Activities related to establishing and/or enhancing the coordination of resources, data, and approaches for asylum claimants across jurisdictions, regions, and/or organizations.

Eligible activities:

- Development, implementation, and governance of joint processes, practices, and/or policies in a region (e.g., with regard to a coordinated intake, triage, and referral process), including engagement-related activities
- Data collection, analysis, monitoring, and/or alignment to enhance understanding of housing related needs and support local planning and decision-making

- Information technology infrastructure and support (e.g., hardware, software) required for the purpose of aggregating or aligning information in a secured manner
- Training and/or other capacity-building projects exclusively aimed at supporting the alignment of processes and/or standards across organizations (e.g., developing and disseminating promising practices and approaches)

Ineligible activities:

- Formal research projects beyond ongoing analysis of operational/project-related data
- Activities related to advocacy or public awareness campaigns

D. Housing Capital Activities

Activities related to increasing interim housing or shelter capacity for asylum claimants through capital expenditures.

Units/spaces supported through capital expenditures should be dedicated to serving asylum claimants, and not reliant on IHAP funding for ongoing operating and maintenance activities.

Eligible activities:

- Purchase or acquisition of land, buildings, or facilities for the creation of new interim housing or shelter spaces for asylum claimants
- Leasing of land, buildings, or facilities for the creation of new interim housing or shelter spaces for asylum claimants
- Construction/installation of new structures to provide interim housing or shelter for asylum claimants
- Retrofit of structures to provide interim housing or shelter for asylum claimants
- Renovations or repairs related to existing or new interim housing or shelter spaces for asylum claimants (e.g., related to upgrades, accessibility, environmental sustainability)
- Purchase of furniture or appliances to support the delivery of housing/shelter supports for asylum claimants
- Professional fees, such as consultants, audit, design, legal services related to capital developments for asylum claimants

Ineligible activities:

- Capital expenditures related to private personal property (e.g., renovations/repairs or down payments for housing owned, rented, or leased by individual claimants)

4. Reporting Requirements

As outlined in their grant agreement, recipients will be required to report on a semi-annual basis, using a template provided by the Department, on the results that have been achieved through the use of IHAP funding and their compliance with program requirements.

These reports will cover information across the four thematic activity areas, including but not limited to: number of clients/client households served, volume of capacity generated by capital costs, duration of stay or service, bed night information (or equivalent), demographics, and associated costs.

Recipients will also be asked to demonstrate the appropriate amount of funding from provincial/territorial/municipal sources according to the activities supported and whether they meet the criteria for sustainable and cost-effective.

Item No. 12.2



Committee Matters: SCM 30/2025

**Subject: Report of the Special Meeting of Council - In-Camera of its Meeting Held
January 13, 2025**

**SPECIAL MEETING OF COUNCIL – IN CAMERA
January 13, 2025**

Meeting called to order at: 4:00 p.m.

Members in Attendance:

Mayor Drew Dilkens
Councillor Renaldo Agostino
Councillor Fabio Costante
Councillor Fred Francis
Councillor Jo-Anne Gignac
Councillor Gary Kaschak
Councillor Angelo Marignani
Councillor Kieran McKenzie
Councillor Mark McKenzie
Councillor Jim Morrison
Councillor Ed Sleiman

Also in attendance:

Joe Mancina, Chief Administrative Officer
Andrew Daher, Commissioner, Human and Health Services
David Simpson, Commissioner of Infrastructure Services/City Engineer
Janice Guthrie, Commissioner of Finance/City Treasurer
Ray Mensour, Commissioner Community and Corporate Services
Jelena Payne, Commissioner Economic Development
Steve Vlachodimos, City Clerk (leaves at 4:25 p.m.)
Anna Ciacelli, Deputy Clerk
Sandra Gebauer, Council Assistant
Wira Vendrasco, City Solicitor
Dana Paladino, Acting Senior Executive Director Corporate Services
Michael Chantler, Acting Senior Executive Director Community Services
Christopher Menard, Acting Mayor's Chief of Staff
James Chacko, Executive Director Parks, Recreation, Facilities (Item 2)
Tony Ardevini, Deputy Treasurer Financial Planning (Item 3)
Dave Soave, Manager Strategic Operating Budget (Item 3)
Natasha Gabbana, Senior Manager Asset Planning (Item 3)

Verbal Motion is presented by Councillor Renaldo Agostino, seconded by Councillor Jo-Anne Gignac, to move in Camera for discussion of the following item(s):

Item No.	Subject & Section - Pursuant to <i>Municipal Act</i>, 2001, as amended
1	Property matter – lease amendment, Section 239(2)(c)
2	Plan/property matter – negotiations, Section 239(2)(k)
3	Personal/legal matters – in-camera discussion/questions re budget issues – VERBAL, Section 239(2)(b)(d)(e)(f)(k)

Motion Carried.

Declarations of Pecuniary Interest:

Councillor Fred Francis discloses an interest and abstains from voting on Item 3 (Line 60 of the budget) as a family member is an employee of the subject organization.

Discussion on the items of business.

Verbal Motion is presented by Councillor Mark McKenzie, seconded by Councillor Ed Sleiman, to move back into public session.

Motion Carried.

Moved by Councillor Jim Morrison, seconded by Councillor Gary Kaschak, THAT the Clerk BE DIRECTED to transmit the recommendation(s) contained in the report(s) discussed at the In-Camera Council Meeting held January 13, 2025 directly to Council for consideration at the next Regular Meeting.

1. That the recommendation from the Lease Administrator, Manager of Real Estate Services, City Solicitor, Acting Senior Executive Director Corporate Services, Executive Director of Parks Recreation and Facilities, Acting Senior Executive Director of Community Services, Commissioner of Community and Corporate Services, Executive Director of Engineering/Deputy City Engineer, Commissioner of Infrastructure Services/City Engineer, Manager Strategic Capital Budget Development and Control and Commission of Finance/City Treasurer respecting a property matter – lease amendment **BE APPROVED.**

2. That the recommendation from the Executive Initiatives Coordinator Community Services, Manager Development Revenue and Financial Administration, Purchasing Manager, Executive Director Parks Recreation and Facilities, Senior Executive Director Community Services, Commissioner Corporate and Community Services, City Solicitor and Commissioner of Finance/City Treasurer respecting a plan/property matter - negotiations **BE APPROVED.**

Councillors Fred Francis and Fabio Costante voting nay

3. That the in-camera verbal discussion regarding issues related to the 2025 budget **BE RECEIVED FOR INFORMATION.**

Councillor Fred Francis discloses an interest on Line 60 of the budget and abstains from discussion and voting on this item.

Motion Carried.

**Moved by Councillor Mark McKenzie, seconded by Councillor Renaldo Agostino,
That the special meeting of council held January 13, 2025 BE ADJOURNED.
(Time: 5:04 p.m.)**

Motion Carried.

BY-LAW NUMBER 15-2025

A BY-LAW TO FURTHER AMEND BY-LAW NUMBER 8600 CITED AS THE "CITY OF WINDSOR ZONING BY-LAW"

Passed the 27th day of January, 2025.

WHEREAS it is deemed expedient to further amend By-law Number 8600 of the Council of The Corporation of the City of Windsor, cited as the "City of Windsor Zoning By-law" passed the 31st day of March, 1986, as heretofore amended:

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

- 1. THAT Zoning By-law 8600 **BE AMENDED** by changing the zoning of PLAN 804 LOT 5 and PART 7 on 12R22710, situated on the east side of California Avenue between Riverside Drive West and University Avenue West, known municipally as 180 California Avenue, by adding a site-specific exception to Section 20(1) as follows:

519. EAST SIDE OF CALIFORNIA AVENUE, SOUTH OF RIVERSIDE DR W

For the lands comprising of PLAN 804 LOT 5 and PART 7 on 12R22710; the following additional regulations shall apply:

- a) Lot Width – minimum 13.5 m
- b) Lot Coverage – maximum 48%
- c) Gross Floor Area – *Main Building* – maximum 758.0 m2
- d) Rear Yard Depth – minimum 6.9 m

[ZDM 3; ZNG/7230]

2. The said by-law is further amended by changing the Zoning District Maps or parts thereof referred to in Section 1, of said by-law and made part thereof, so that the lands described in Column 3 are delineated by a broken line and further identified by the zoning symbol shown in Column 5:

1. Item Number	2. Zoning District Map Part	3. Lands Affected	4. Official Plan Amendment Number	5. Zoning Symbol
1	3	PLAN 804 LOT 5 and PART 7 on 12R22710 (located on the east side of California Avenue between Riverside Drive West and University Avenue West)	N/A	S.20(1)519

DREW DILKENS, MAYOR

CITY CLERK

First Reading – January 27, 2025
 Second Reading – January 27, 2025
 Third Reading – January 27, 2025

BY-LAW NUMBER 16-2025

A BY-LAW TO ASSUME ROXBOROUGH BOULEVARD FROM NORTHWOOD STREET TO E.C. ROW EXPRESSWAY, BEING STREETS SHOWN ON PLAN OF SUBDIVISION 1196 KNOWN AS ROXBOROUGH BOULEVARD, IN THE CITY OF WINDSOR

Passed the 27th day of January, 2025.

WHEREAS the lands described in Schedule "A" annexed hereto and forming part of this by-law are vested in The Corporation of the City of Windsor.

AND WHEREAS The Corporation of the City of Windsor entered into a subdivision agreement with **South Windsor Development Company Limited** to provide for the public highways and municipal services on **Plan of Subdivision 1196** and the City Engineer advises that the municipal services have been installed to the City Engineer's satisfaction;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

- 1. That the streets on **Plan of Subdivision 1196** and described in Schedule "A" annexed hereto are assumed by The Corporation of the City of Windsor.
- 2. That this by-law shall come into force and take effect after the final passing thereof on the day on which it is electronically registered in the Land Registry Office of Essex (12).

DREW DILKENS, MAYOR

CITY CLERK

First Reading – January 27, 2025
 Second Reading – January 27, 2025
 Third Reading – January 27, 2025

SCHEDULE "A"
OF BY-LAW 16-2025

ROXBOROUGH BLVD PL 1196 SANDWICH WEST BTN NORTHWOOD
ST & E C ROW EXPWY; WINDSOR
PIN 01582-0239 (LT)
Roxborough Boulevard, Windsor

BY-LAW NUMBER 17-2025

A BY-LAW TO ASSUME ST. JUDE COURT EAST OF LOCKE STREET, BEING A STREET SHOWN ON PLAN 12M675 KNOWN AS ST. JUDE COURT, IN THE CITY OF WINDSOR

Passed the 27th day of January, 2025.

WHEREAS the lands described in Schedule "A" annexed hereto and forming part of this by-law are vested in The Corporation of the City of Windsor.

AND WHEREAS The Corporation of the City of Windsor entered into a subdivision agreement with **Generation Development Contractors Inc.** to provide for the public highways and municipal services on **Plan 12M675** and the City Engineer advises that the municipal services have been installed to the City Engineer's satisfaction;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

- 1. That the streets on **Plan 12M675** and described in Schedule "A" annexed hereto are assumed by The Corporation of the City of Windsor.
- 2. That this by-law shall come into force and take effect after the final passing thereof on the day on which it is electronically registered in the Land Registry Office of Essex (12).

DREW DILKENS, MAYOR

CITY CLERK

First Reading – January 27, 2025
 Second Reading – January 27, 2025
 Third Reading – January 27, 2025

SCHEDULE "A"
OF BY-LAW 17-2025

ST. JUDE COURT, PLAN 12M675 CITY OF WINDSOR
PIN 01294-0433 (LT)
St. Jude Court, Windsor

BY-LAW NUMBER 18-2025

A BY-LAW TO EXPROPRIATE CERTAIN LANDS IN CONNECTION WITH THE
FOREST GLADE NORTH SECONDARY PLAN AREA ROAD NETWORK
IMPROVEMENTS

Passed the 27th day of January, 2025.

WHEREAS in accordance with the provisions of the *Expropriations Act*, R.S.O. 1990, c. E.26, an application was submitted to City Council as approving authority, for approval to expropriate the interests in property identified on Schedule “A” attached hereto (the “**Lands**”) for the Forest Glade North Secondary Plan Area Road Network Improvements.

AND WHEREAS notice of such application was published and served on the registered owners of the Lands in accordance with the *Expropriations Act*;

AND WHEREAS no request for a hearing of necessity was received pursuant to the *Expropriations Act*.

AND WHEREAS the Council of the Corporation of the City of Windsor, as approving authority, at its meeting held on July January 27, 2025, has approved the application to expropriate the Lands and has given leave to introduce and enact this by-law.

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. The expropriation of the Lands for the purposes of the Forest Glade North Secondary Plan Area Road Network is approved by the Council of The Corporation of the City of Windsor, as approving authority, and the Chief Administrative Officer and City Clerk and their respective designates are hereby authorized to execute a Certificate of Approval pursuant to the *Expropriations Act*.
2. The expropriation of the Lands for the purposes of the Forest Glade North Secondary Plan Area Road Network is authorized by the Council of The Corporation of the City of Windsor as expropriating authority and the Chief Administrative Officer and City Clerk and their respective designates are hereby authorized to execute the necessary plan of expropriation pursuant to the *Expropriations Act*;

3. The City Solicitor and designates, are hereby authorized to prepare, execute, serve, and file, as necessary, all other documents required to complete the expropriation and give effect to this bylaw, and to make an offer of compensation under section 25 of the *Expropriations Act* and issue payment accordingly.

DREW DILKENS, MAYOR

CITY CLERK

First Reading – January 27, 2025
Second Reading – January 27, 2025
Third Reading – January 27, 2025

**APPENDIX A
OF BY-LAW 18-2025**

Fee Simple Interest in the following properties:

Parts 9 to 17 inclusive on Plan 12R29962
Parts 1 to 4 inclusive on Plan 12R29962
Parts 5 to 7 inclusive on Plan 12R29962
Part 9 on Plan 12R26172
Part 7 on Plan 12R17987

BY-LAW NUMBER 19-2025

A BY-LAW TO EXPROPRIATE CERTAIN LANDS IN CONNECTION WITH THE
BANWELL ROAD INFRASTRUCTURE IMPROVEMENT PROJECT / EC
ROW/BANWELL INTERCHANGE

Passed the 27th day of January, 2025.

WHEREAS in accordance with the provisions of the *Expropriations Act*, R.S.O. 1990, c. E.26, an application was submitted to City Council as approving authority, for approval to expropriate the interests in property identified on Schedule "A" attached hereto (the "**Lands**") for the Banwell Road Infrastructure Improvement Project / EC Row / Banwell Interchange.

AND WHEREAS notice of such application was published and served on the registered owners of the Lands in accordance with the *Expropriations Act*,

AND WHEREAS no request for a hearing of necessity was received pursuant to the *Expropriations Act*.

AND WHEREAS the Council of the Corporation of the City of Windsor, as approving authority, at its meeting held on July January 27, 2025, has approved the application to expropriate the Lands and has given leave to introduce and enact this by-law.

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. The expropriation of the Lands for the purposes of the Banwell Road Infrastructure Improvement Project / EC Row / Banwell Interchange is approved by the Council of The Corporation of the City of Windsor, as approving authority, and the Chief Administrative Officer and City Clerk and their respective designates are hereby authorized to execute a Certificate of Approval pursuant to the *Expropriations Act*.
2. The expropriation of the Lands for the purposes of the Banwell Road Infrastructure Improvement Project / EC Row / Banwell Interchange is authorized by the Council of The Corporation of the City of Windsor as expropriating authority and the Chief Administrative Officer and City Clerk and their respective designates are hereby authorized to execute the necessary plan of expropriation pursuant to the *Expropriations Act*;

3. The City Solicitor and designates, are hereby authorized to prepare, execute, serve, and file, as necessary, all other documents required to complete the expropriation and give effect to this bylaw, and to make an offer of compensation under section 25 of the *Expropriations Act* and issue payment accordingly.

DREW DILKENS, MAYOR

CITY CLERK

First Reading – January 27, 2025
Second Reading – January 27, 2025
Third Reading – January 27, 2025

**APPENDIX A
OF BY-LAW 19-2025**

Fee Simple Interest in the following properties:

- Part 1 on Plan 12R29914
- Part 2 on Plan 12R29914
- Part 3 on Plan 12R29914
- Part 4 on Plan 12R29914

BY-LAW NUMBER 20-2025

A BY-LAW TO CONFIRM PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE CITY OF WINDSOR AT ITS SPECIAL MEETING HELD ON THE 27TH DAY OF JANUARY, 2025

Passed the 27th day of January, 2025.

WHEREAS it is deemed expedient that the proceedings of the Council of The Corporation of the City of Windsor at this meeting be confirmed and adopted by by-law;

THEREFORE the Council of the Corporation of the City of Windsor enacts as follows:

1. The action of the Council of The Corporation of the City of Windsor in respect to each recommendation contained in the Report/Reports of the Committees and the local Boards and Commissions and each motion and resolution passed and other action taken by the Council of The Corporation of The City of Windsor at this special meeting is hereby adopted and confirmed as if all such proceedings were expressly in this by-law.
2. The Mayor and the proper officials of The Corporation of the City of Windsor are hereby authorized and directed to do all things necessary to give effect to the action of the Council of The Corporation of the City of Windsor referred to in the preceding section hereof.
3. The Mayor and the City Clerk are authorized and directed to execute all documents necessary in that behalf and to affix thereto the seal of The Corporation of the City of Windsor.

This by-law shall come into force and take effect on the day of the final passing thereof.

DREW DILKENS, MAYOR

CITY CLERK

First Reading – January 27, 2025
Second Reading – January 27, 2025
Third Reading – January 27, 2025

From: Adryan Hermiz <>
Sent: January 3, 2025 4:53 PM
To: clerks <clerks@citywindsor.ca>; mayoro <mayoro@citywindsor.ca>
Subject: 2025 City Budget Possible Tunnel Service Closure

To Whom this message may concern,

I am writing to express my thoughts on the recently announced budget, its tax cuts, and its potential impacts on the Windsor Tunnel service.

I am a strong believer in tax cuts and understand the dangers of unchecked spending at any level of government, as well as the benefits these cuts can bring to an economy. Overall, I support the proposed measures to ensure more money remains in the hands of Windsor residents.

However, I cannot support the potential elimination of the tunnel bus service, which has been an invaluable resource for many Windsor residents and those in surrounding areas. During COVID-19, many eagerly awaited the re-opening of the tunnel bus. The possibility of its permanent closure is, therefore, deeply disheartening.

I respectfully ask you to consider the following points before making a final decision on this matter:

Eliminating the tunnel bus service may result in an increase in impaired driving incidents for those attending sporting events, concerts, or other gatherings. Without this service, many residents will have no choice but to drive their personal vehicles. While drivers are expected to adhere to safety and sobriety standards, it is reasonable to assume some individuals will fail to do so. Although border crossings provide some oversight, they are not foolproof, and impaired drivers may still return to Windsor's major roads, such as Ouellette Avenue and Huron Church Road. This influx could create a serious safety hazard for Windsor residents.

I would also expect that this office is diligent of the possible economic negatives associated with the closure of the tunnel bus service. As a resident of Windsor for 5 years, I and others riding the tunnel service would often spend the day in the Downtown area before heading on the bus to cross to an event. We would often stop at a place like Loose Goose for some drinks and food before crossing over. The tunnel services prime location in the heart of the city allowed me and many other individuals to support local businesses in the surrounding area. Please also take into consideration how the closure of the tunnel bus service could affect the influx of Essex County residents who also spend their money in the Windsor area.

Proposing these tax cuts this office clearly understands the importance of keeping money in the hands of the consumer, and allowing that extra capital to flow through the local economy. In a time where government spending in certain areas is at an all time high, I applaud this approach. While the tunnel service itself may run a defect at the end of a fiscal year, this does not take into account the amount of money also spent at local Windsor establishments, and how much they gain from having such a service in the vicinity. It also does not take into account the amount of money saved in damages from intoxicated drivers returning to and from events.

It was mentioned that one possible alternative would be to raise busing fares to take some of the burden off of the city. I think that such an idea would be more effective than a total closure of the bus program as I believe many residents will still see value in this service and continue to ride it to their events. Assuming their are buyers, the city may also be interested in turning the service over into to private hands.

Thank you for taking the time to hear my concerns, I am sure that the current office in power will lead the citizens of Windsor best interests in mind,

Sincerely,
Adryan Hermiz

Through Your Worship, To the Mayor and Members of Council,
I bring you greetings from our residents, families, staff and board of directors.

We are here regarding our frozen funding of \$60.00 per day since April 2023, and your intent to keep it frozen in this budget. The Province generously granted increases to 90% of our residents subsidized by the City through increases to their Ontario Disability Support Program pension income. However, our residents and IRIS never benefited from this increase.

Please review our detailed financial information and cost comparisons attached. We actually spent \$69.00 per day last year ending March 2024. We are currently spending \$73.37 per day due to inflation cost increases to food, utilities, cleaning and maintenance supplies and service repairs. The gap between operating costs of our home and our City funding rate is growing.

For 22 years, IRIS Residential Inns and Services has strengthened the downtown core by successfully supporting people living with persistent serious mental illness (PSMI). Please reconsider and support our program that is working to prevent homelessness.

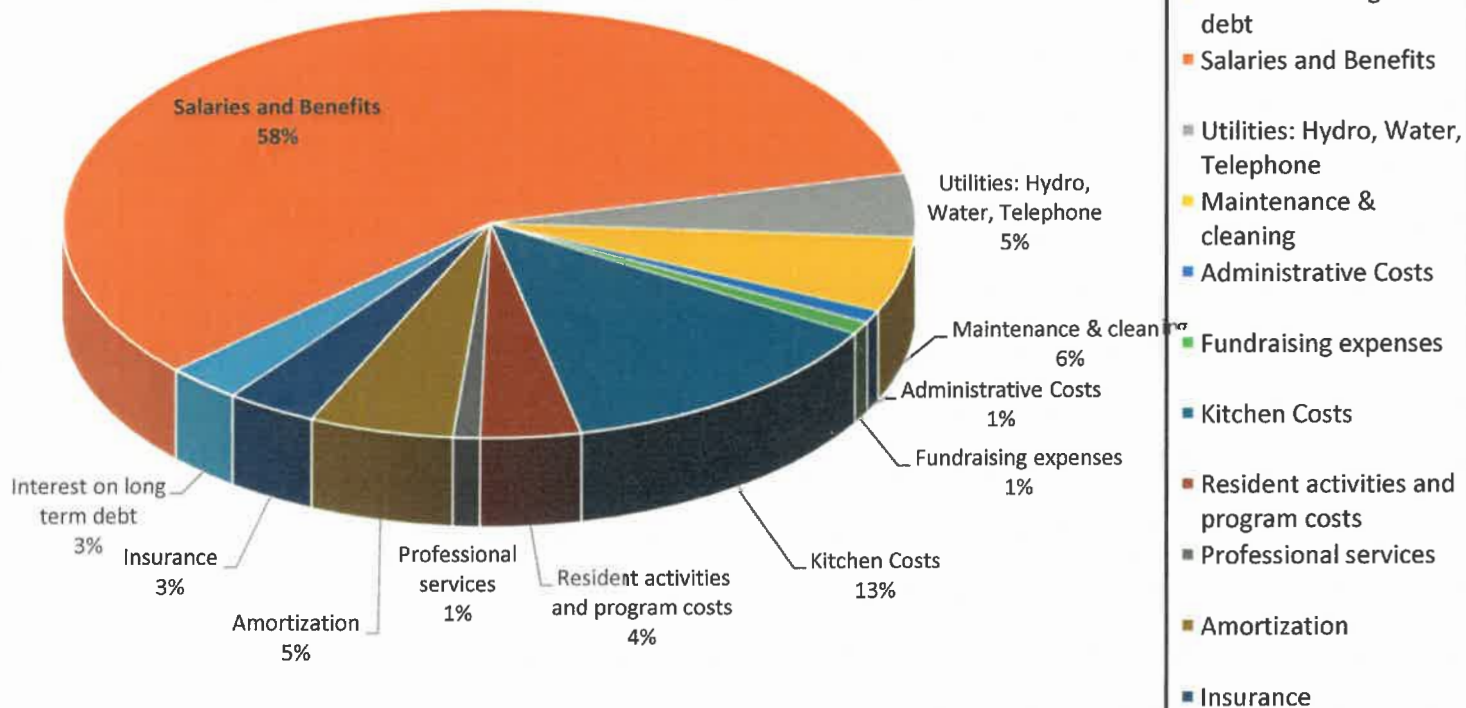
Karen Soulliere, Chair of the Board
Anne Ryan, Executive Director

IRIS December 31, 2024 Un-audited Expenses (9 months)

Interest on long term debt	\$36,720.02	2.84%
Salaries and Benefits	\$751,571.82	58.20%
Utilities: Hydro, Water, Telephone	\$62,239.80	4.82%
Maintenance & cleaning	\$72,809.54	5.64%
Administrative Costs	\$12,233.89	0.95%
Fundraising expenses	\$12,152.90	0.94%
Kitchen Costs	\$166,626.80	12.90%
Resident activities and program costs	\$49,093.89	3.80%
Professional services	\$13,123.84	1.02%
Amortization	\$70,488.32	5.46%
Insurance	\$44,254.44	3.43%
Total	\$1,291,315.26	100.00%

IRIS Expenses
 April -December 2024
 Nine Month period
 Average of 64 residents
\$73.37 per day

2024 IRIS Expenses 9 months April - December

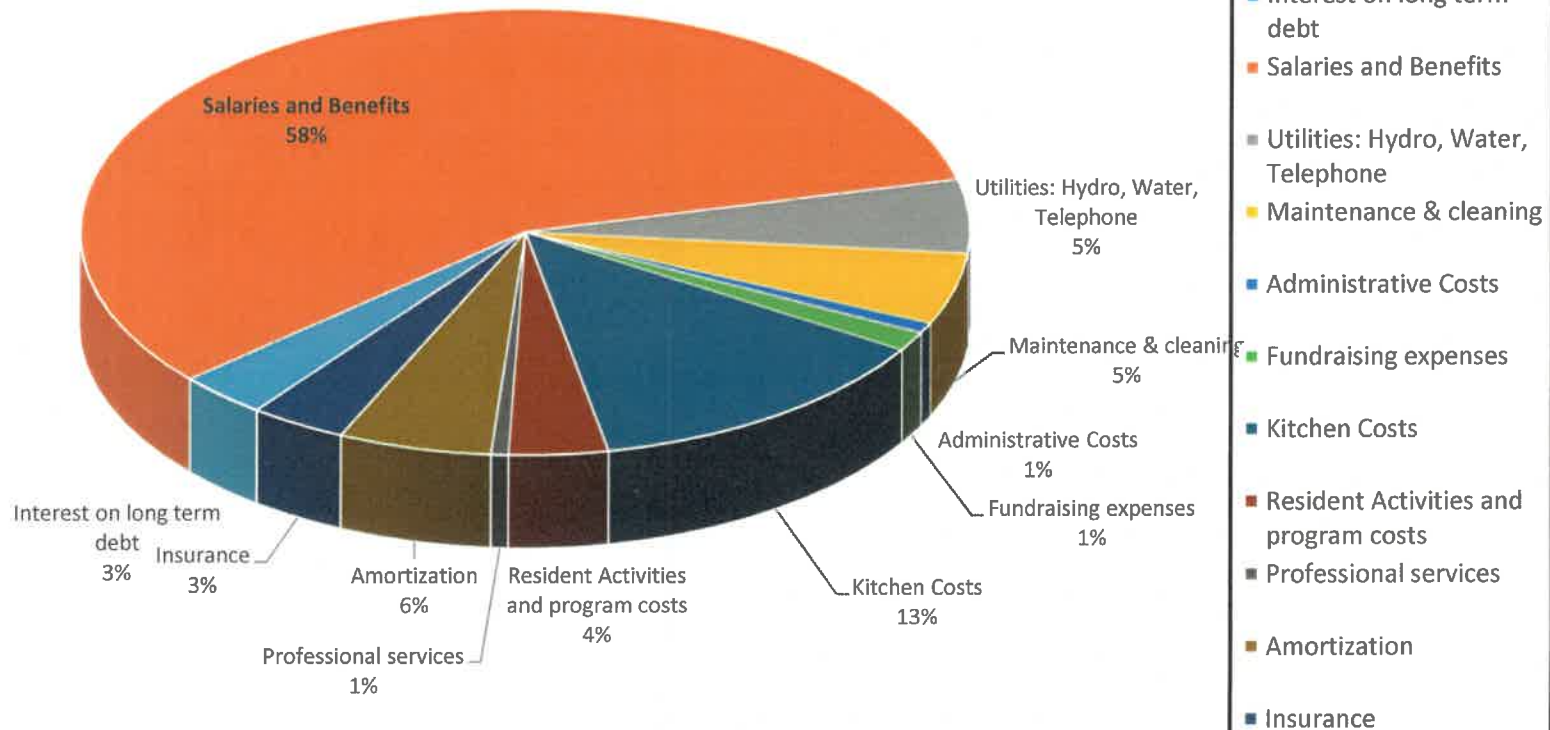


IRIS April 1, 2023 - March 31, 2024 Audited Expenses

Interest on long term debt	\$52,590.00	3.26%
Salaries and Benefits	\$930,362.50	57.72%
Utilities: Hydro, Water, Telephone	\$85,463.00	5.30%
Maintenance & cleaning	\$83,937.00	5.21%
Administrative Costs	\$12,570.82	0.78%
Fundraising expenses	\$22,317.00	1.38%
Kitchen Costs	\$210,475.00	13.06%
Resident Activities and program costs	\$58,008.68	3.60%
Professional services	\$10,242.00	0.64%
Amortization	\$89,589.00	5.56%
Insurance	\$56,417.00	3.50%
Total	\$1,611,972.00	100.00%

IRIS Expenses 2023/24
Average of 64 residents
\$69.00 per day

2023-2024 IRIS Expenses



**IRIS Residential Inns and Services
Economic Comparison
2006 - 2024**

YEAR	MINIMUM WAGE HOURLY RATE*	ANNUAL RATE OF INFLATION**	PER DIEM FUNDING HISTORY***
2006	\$ 7.75	2.00%	\$ 45.00
2007	\$ 8.00	2.10%	\$ 45.90
2008	\$ 8.50	2.40%	\$ 46.82
2009	\$ 9.00	0.03%	-----
2010	\$ 9.50	1.80%	-----
2011	\$ 9.65	2.96%	\$ 47.75
2012	\$ 9.90	1.50%	-----
2013	\$ 10.15	0.09%	\$ 49.20
2014	\$ 10.35	1.90%	\$ 50.18
2015	\$ 11.25	1.10%	\$ 50.69
2016	\$ 11.40	1.40%	\$ 51.19
2017	\$ 11.60	1.60%	----
2018	\$ 14.00	2.30%	\$ 53.09
2019	----	1.90%	\$ 55.00
2020	\$ 14.25	0.07%	----
2021	\$ 14.35	3.40%	----
2022	\$15.00/15.50	6.80%	----
2023	\$ 16.55	3.96%	\$ 60.00
2024	\$ 17.20	2.66%ytd	---
2025	\$ 17.85 estimate		---
TOTAL	121 % INCREASE to 2024	48.5 % CUMULATIVE INFLATION to 2024	33.3% PER DIEM INCREASE 22% INCREASE UP TO APRIL 2023

* Statscan Government of Canada

** Statscan - CPI (Consumer Price Index) for Canada

*** IRIS Residential Inns and Services records

Per Diem Comparisons 2024

\$ 40.00	Doggy day care up to 4 hours
\$ 50.00	Dog boarding +\$10 for a walk
\$ 125.00	Pet sitting overnight rate (at clients home+ your food)
\$ 70.00	Child day care rate
\$ 60.00	Current Residential Services Homes daily rate
\$ 73.37	IRIS HOUSE ACTUAL daily cost April-December
\$ 341.00	Canadian Prison average cost per inmate
\$ 356.00	Nursing Home LTC (Long Term Care)
\$ 1,401.00	*Windsor Regional Hospital (Estimate for Acute Care)
\$ 1,190.00	*Hotel Dieu Grace Hospital (Estimate for TNI)

* Schedule A -2021/22 Ontario Hospital Interprovincial per diem rates for inpatient services, Effective April 1, 2021

IRIS Residential Inns and Services

Residential Services Homes

Impact of Chronic Underfunding Combined with Inflation

December 2024

Impact of Chronic Underfunding	IRIS House
Total Residents in Home	67
Number of City of Windsor Service Agreement Subsidy Beds	59
Number of Residents Ineligible for Subsidy Classed Private	7
Number of Residents Waiting for Subsidy	1
Loss in Revenue Calculation	
Subsidy residents contribution of their disability pension income (53 residents ODSP, 6 OAS)	\$ 664,517.00
City of Windsor contribution from Service Agreement	\$ 627,583.00
Total Revenue based on Daily Rate = \$60.00 frozen since April 1, 2023	\$ 1,292,100.00
6.5 % ODSP increase August 1, 2023 not passed on to homes (\$57.00 per month x 53 ODSP subsidy residents)	\$ (36,368.60)
4.5% ODSP increase August 1, 2024 not passed on to homes (\$42.00 per month x 53 ODSP subsidy residents)	\$ (26,696.10)
Total Lost Service Fee = 6.5% 2023 ODSP + 6.5% 2024 ODSP + 4.5% ODSP Aug-Dec 2024	\$ (92,759.28)
Staff starting wage per hour 2024	\$18.00
IRIS costs per resident	\$73.37 per day

Cumulative impact

From: Ashley Meyers < >
Sent: January 9, 2025 2:52 PM
To: clerks <clerks@citywindsor.ca>
Subject: Canceling public transportation for schools

Public transportation plays a crucial role in ensuring that students have access to education. City buses are one of the primary modes of transportation for children, especially in urban areas where walking or biking long distances to school may not be feasible. Canceling these buses would have far-reaching negative consequences, affecting not only the students but also their families, schools, and the community as a whole. This essay will explore the potential impacts of canceling school city buses, including increased financial strain on families, negative effects on students' safety and well-being, and broader societal consequences.

1. Increased Financial Burden on Families

One of the most immediate consequences of canceling city buses for schoolchildren would be the additional financial strain placed on families. Many parents rely on public transportation to ensure their children can attend school regularly. Without this service, families would be forced to find alternative means of transportation, which could involve costly options such as private vehicles, taxis, or carpooling arrangements. For lower-income families, this could mean a significant financial burden. Moreover, the loss of city bus services could disproportionately affect single-parent households, where one parent may already be stretched thin financially and time-wise.

In cases where families lack access to private transportation, students may face increased absenteeism or even the inability to attend school altogether. This would exacerbate existing inequalities, as children from disadvantaged backgrounds would be more likely to miss school, leading to widening educational disparities.

2. Safety and Well-being Concerns

Another critical concern is the safety of students. City buses offer a controlled and supervised environment for children to travel to and from school. Buses are equipped with trained drivers who prioritize student safety, whereas alternative transportation methods, such as walking or biking, expose children to greater risks, especially in busy urban areas with high traffic.

Without school buses, many children, especially those who live in areas with limited public transportation or unsafe neighborhoods, would face longer commutes through areas that may not be pedestrian-friendly. Increased walking distances could also lead to fatigue, which may affect students' ability to focus in class. Additionally, for younger children, navigating busy streets without the supervision of a bus driver could lead to accidents or exposure to potential harm.

Moreover, the social aspect of taking the bus is significant. For many children, the bus ride is a chance to socialize with their peers and develop social skills in a safe, group setting. The absence of this opportunity could lead to increased feelings of isolation, particularly for students who struggle with socialization or those who live in less connected neighborhoods.

3. Strain on Schools and Educational Outcomes

Canceling school bus services would also place additional strain on schools. Many students rely on the buses to arrive at school on time, and without this service, schools may face difficulties in ensuring that all students can participate in class activities, extracurriculars, and school events. Teachers may also need to adjust lesson plans or find alternative ways to accommodate students who struggle to arrive on time.

Furthermore, regular school attendance is closely tied to academic success. Research has shown that students who miss school frequently tend to perform poorly academically. If the cancellation of buses leads to higher absenteeism, the overall educational performance of students could suffer, especially for those from low-income households who are more likely to depend on public transportation.

4. Broader Societal Consequences

Beyond the immediate impacts on families and students, canceling city buses for schoolchildren could have broader societal implications. Public transportation, including school buses, is a key component of the infrastructure that supports urban mobility. Removing these services could contribute to increased traffic congestion, as more parents would be forced to drive their children to school, leading to higher emissions and environmental damage. This would also strain already overburdened road networks, causing delays and reducing the overall efficiency of transportation systems.

Furthermore, public transportation serves as an important equalizer, providing children from diverse socioeconomic backgrounds the ability to attend school without financial barriers. By canceling buses, society risks creating a situation where education becomes increasingly dependent on a family's financial resources, undermining the principle of equal access to education for all children.

Conclusion

Canceling city buses that transport children to school would have severe negative consequences. The financial burden placed on families, particularly low-income households, could result in higher absenteeism and educational inequities. The safety risks posed to students, along with the potential decline in their social and emotional well-being, cannot be overlooked. Additionally, the strain on schools and the broader societal implications, such as increased traffic congestion and environmental damage, further highlight the importance of maintaining school bus services. Public transportation is not merely a convenience but an essential service that supports the equitable and safe education of children. Therefore, it is crucial to prioritize and protect the availability of city buses for schoolchildren to ensure that all students can access the education they deserve.

Bill Williams, Area resident
Wednesday, January 8, 2025

I do not agree with the recommendation in report. The City's budget decisions for Transit Windsor are unacceptable.

From: Chloe Skaine <>
Sent: January 9, 2025 9:14 PM
To: clerks <clerks@citywindsor.ca>
Subject: 2025 City Budget Delegations - Issue on the removal of extra busses.

Dear City of Windsor Clerks,

My name is Chloe Skaine and I am a grade 11 student that is currently attending Vincent Massey Secondary School. I am writing this email to express my concerns with the budget cuts that are being considered, which could lead to the removal of the extra busses that run at Massey. I feel that the decision that is being considered is extremely abrasive to the students of Massey. There are hundreds of kids that rely on the extra busses for transportation, some of these individuals have no other means of transportation, yet this is being completely disregarded. One thing to note is that not only do students take these busses, but so do other citizens of Windsor. Many people rely on these busses to complete daily tasks in their life, whether it be for school, medical appointments, or work. How can we be expected to fully participate in society if we cannot properly get to our destinations?

Transit Windsor's job is to provide a different mean of transportation for those who do not have the liberty to drive e, bike, or walk to their destinations. To rid people of their transportation means that Transit Windsor has failed in its job. According to the Windsor Star, ridership has been up by 7% in the first nine months of 2024 compared to the same time period of 2023. This undoubtedly proves that us citizens of Windsor are extremely reliant on these busses, which is why this decision to cut off the extra busses seems preposterous to me. I believe serious changes need to be made in which the way Transit Windsor is managed.

Additionally, I fear that if this decision goes through, it will spawn a multitude of bigger problems (particularly at Massey). Massey's whole schedule may need to be reworked in order to allocate more time for students to arrive at school. This could lead to our school needing to change the running times of classes, perhaps leading to much of our first period classes being wasted waiting for everyone to arrive. Furthermore, I'm afraid that many students will simply not show up to school. I have had many friends grieve over this budget decision, as they quite literally have no other way to attend Massey. One of them even told me that they would have to not attend school. This could mean that many kids would be missing out on their education, which certainly would have a negative effect on their future. Along with that, Massey already has a major traffic issue, with cars crowding around Liberty Street and the surrounding areas. The removal of extra busses will almost certainly mean that these students would now have to be driven to school, further adding to the traffic at Massey. More cars on the road means more potential for accidents, which causes more delays in student arrivals, allocating for more lates and more missed education.

Overall, this budget cut decision blatantly disregards the individuals who rely on Transit Windsor to deliver them to their destined locations. An unfortunate number of people would need to rework their entire schedules in order to potentially catch other busses or figure out other means of transport. As a student of Massey, I feel as though we are being tossed aside and not having our needs met. How could Transit Windsor expect us to consider using their services in the future if they are going to make us citizens bear the brunt of this decision? I sincerely hope an agreement is reached that satisfies everyone and allows us to keep entrusting Transit Windsor to safely transport us to our desired locations.

January 12, 2024

Mayor Drew Dilkens and Members of City Council
City of Windsor
350 City Hall Square West
P.O. Box 1607
Windsor, ON N9A 6S1

Dear Mayor Dilkens and Members of City Council:

Re: Budget Item: Adjustment to enforcement time for parking meters

On behalf of the Downtown Windsor Business Improvement Association (DWBIA) and our more than 680 members, I am writing to express our serious concerns regarding the proposed extension of paid parking hours in the downtown core from 6:00 PM to 9:00 PM.

As representatives of downtown businesses, property owners, and stakeholders, we have engaged extensively with our members. The feedback has been overwhelmingly negative, reflecting legitimate concerns about how this proposal could jeopardize downtown Windsor's economic vitality and revitalization efforts.

We strongly urge City Council to reconsider this proposal for the following reasons:

1. Economic Impact on Businesses

For many restaurants and entertainment venues, the hours between 5:00 PM and 9:00 PM are critical for business. Imposing parking fees during these peak hours puts downtown establishments at a competitive disadvantage compared to other areas with free parking. This will likely drive customers elsewhere, reducing revenue and threatening the success of these businesses.

2. Challenges to Business Competitiveness

Downtown businesses already face significant competition from suburban areas and other districts with free or lower-cost parking. Adding parking fees during key evening hours would exacerbate these challenges, reducing foot traffic and discouraging both customers and new businesses from choosing the downtown core.

3. Impact on Community Engagement and Arts and Culture

Downtown Windsor has made commendable progress in becoming a vibrant destination for community gatherings, cultural events, and evening activities. Extending paid parking hours creates unnecessary barriers for residents and visitors attending these events, diminishing participation and community engagement.

Arts and culture venues, already vulnerable to declining attendance, would face even more significant challenges. Higher parking fees risk deterring audiences, redirecting them to entertainment options in other areas with free parking. This decline in attendance would jeopardize the revenue and sustainability of vital arts and culture programs that contribute to the vibrancy of our downtown.

4. Increased Costs for Deliveries and Consumer Goods

Businesses that rely on deliveries and shipments will face higher transportation and logistics costs due to increased parking rates. These costs often cascade down to consumers, resulting in higher prices for goods and services.

5. Financial and Time Strain on Students

Students, many of whom already face financial constraints, would bear the burden of increased parking fees. Even modest increases can make parking unaffordable, forcing students to find more distant or free parking options. This added inconvenience could reduce valuable time spent attending classes or studying.

6. Hindrance to Economic Recovery

As downtown Windsor continues its recovery from recent economic challenges, creating barriers to visitation and growth is counterproductive. Extended parking fees could deter customers and investors, undermining efforts to foster economic development and sustain momentum in the core.

7. Increased Financial Burden on Workers

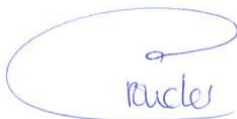
Many downtown employees, especially those in the service industry, rely on affordable parking to maintain their livelihoods. Extended paid parking hours would effectively act as a pay cut for evening workers, increasing financial stress and exacerbating employee retention challenges, particularly in a post-pandemic recovery climate.

While we understand the City's need to manage parking resources and generate revenue, this proposal risks undermining the very foundation of downtown Windsor's economic health. Reduced foot traffic, lower business revenue, and increased vacant storefronts are likely outcomes that would negate any financial gains from extended enforcement hours.

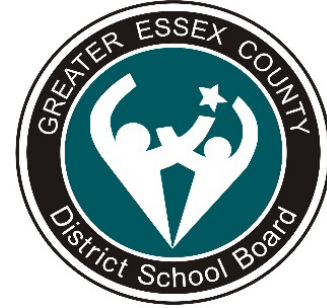
We respectfully urge the City to maintain the current 6:00 PM end time for paid parking. The DWBIA remains committed to collaborating with the City to identify solutions that support downtown Windsor's growth while balancing fiscal responsibility.

Thank you for your attention to this matter. We appreciate your consideration of our concerns and look forward to working together to ensure a thriving, accessible, and vibrant downtown Windsor.

Sincerely,



Debi Croucher
Executive Director



January 10, 2025

Dear Members of Windsor City Council,

It has come to our attention that as part of ongoing budget deliberations, Windsor's City Council will consider a recommendation for a new Transit Windsor Service Plan, which among other things, calls for the elimination of School Extra buses.

As the administrative leaders of the two largest school boards in Windsor-Essex, we are writing to express our unreserved opposition to this recommendation.

In the budget detail document (#2025-0121), these school extras are referred to as a "concierge level of service for a small number of secondary students." We can assure you that this statement could be nothing further from the truth. The document fails to mention any actual figures regarding student ridership on these extra buses, but we can assure you that they are extremely well utilized by our students.

At Holy Names Catholic High School for instance, six extra buses transport students to and from school every day, and they are always full. At Vincent Massey Secondary School, there are also six very well utilized extra buses. At Riverside Secondary School and at St. Joseph's Catholic High School, students from each school rely on two extra buses that are full every day. Based on a 40-seat capacity for the average Transit Windsor bus, that's approximately 640 students who rely on this service every school day.

In speaking with Principals at all of these schools, a number of serious concerns were raised:

- Eliminating this service would only create additional vehicular traffic in areas already severely congested - particularly at such schools as Holy Names and Massey - as more parents would undoubtedly be driving their children to and from school. Besides increased congestion, this creates a safety issue for the many pedestrians in those areas, not to mention the environmental impact.
- The current extra high school routes provide an expedited transit ride without connections, so many students would be facing increased ride time, the possibility of missed connections, and subsequently missed classroom instructional time. Long commute times negatively affect students' sleep, physical activity, and overall health, creating a ripple effect on academic success and mental well-being.

- For many students, especially those from lower socio-economic households, these extra buses are their only source of transportation. Eliminating them could have a negative outcome on student attendance and subsequently, student achievement.
- Many of the existing routes don't travel to the areas that the extra buses currently do, and would never accommodate the number of students who would rely on them. We understand the recommendation calls for the enhancement of existing routes, however, will the frequency of these enhanced routes be sufficiently increased to handle the number of students that currently ride the high school extras, especially during peak times? If these new regular buses are staggered, we envision hundreds of students waiting at stops on busy streets like Dominion for their bus to arrive.

It's important to note that at no point were our school boards contacted regarding these service changes for feedback or collaboration, and only learned about them through the local media. We would have been happy to work with the City and Transit Windsor officials on addressing issues they are currently facing.

In closing, transportation is a critical yet often overlooked factor in ensuring equitable access to education. Without reliable transit, many students face barriers that impact their attendance, performance, and overall opportunities. Transportation is an important part of bridging the gap toward achieving educational inclusion — a gap that requires closing early on. Having a trustworthy, dependable way to get to and from school is key to promoting equitable education for students from all backgrounds.

On behalf of our students and their families we would urge you to seriously reconsider the impact of eliminating these extra bus routes and commit to maintaining them as an essential service for the betterment of our community.

Sincerely



Emelda Byrne
 Director of Education
 Windsor-Essex Catholic
 District School Board



Vicki Houston
 Director of Education
 Greater Essex County
 District School Board

From: Emmi Sud <>
Sent: January 9, 2025 3:16 PM
To: clerks <clerks@citywindsor.ca>
Subject: Written submission regarding city transportation

I am aware of the recommendation being made by the City of Windsor administration to eliminate the Transit Windsor school bus extras as part of the 2025 City of Windsor budget.

Our son attends Riverside High School and uses the city bus to get home from school everyday. Many of his friends also require the city bus to get to and from school everyday. He says the busses are always full and many students clearly depend on this method of transportation.

I do not agree that the bus routes for high school students should be eliminated.

Thank you

From: Fiona Debono <>
Sent: January 10, 2025 11:43 AM
To: clerks <clerks@citywindsor.ca>
Subject: Extra Busses

Our children rely on those busses for transportation. Especially during their grades 9 and 10 years. By canceling the extra busses, you're going to have a ton of high school drop outs simply because they are unable to get there. You may think I'm being dramatic but I'm not. This is the reality, sure there will be quite a few who walk, or get dropped off by their parents, however at least 40% will drop out. Those high school drop outs wont be able to go to college or find a fulfilling career or contribute to society. Some will be homeless in a few short years, some will be smart enough to get their GED and overcome what you have done. You need to reconsider.

Sincerely,

Fiona DeBono

From: Gabriel < >
Sent: January 9, 2025 6:23 PM
To: clerks <clerks@citywindsor.ca>
Subject: Written Delegation Regarding Transit Windsor Cuts

Hello City Clerk,

Below is my submission for a written delegation for the 2025 City of Windsor Budget. It is regarding the budget items listed for Transit Windsor:

"Dear Mayor and Members of Council,

I am writing to you today to express my support for Transit Windsor and ask that you draw your attention towards the proposed changes to Transit Windsor included in Mayor Dilkens' tabled budget.

I want to express my gratitude for the changes proposed to the service, including improved frequency on select routes that have been impacted by increased passenger loads. Improvements like these are a step in the right direction for Transit Windsor.

However, the City's contribution to Transit Windsor remains unchanged. The improvements outlined above are being implemented with the caveat that it costs the City \$0, yet the budget still proposes another increase to fares and over \$1.4M in service eliminations, which have been kept secret and discussed in in-camera meetings behind the back of the public.

These changes see an increase in the financial burden placed on riders, and fail to adequately invest in Transit, marking another year where this service, critical to the growth and health of our city, will be neglected. I am concerned as well that the critical and historic tunnel bus is being eliminated for "financial responsibility". Yet, this bus provides a necessary means of transportation across the border and back, keeps people safe, and is a service that many Windsorites are proud of. We cannot, again, eliminate critical infrastructure while we spend millions of dollars enshrining the services we used to run.

Transit is a service. It provides the necessary means of mobility for Windsorites who cannot afford, or simply choose not to, drive a car. Investments in our transit service open up employment opportunities, increase local business revenue and reduce congestion. Simply put, Windsor must recognize that transit can only be successful when it is funded appropriately and when the vital role it plays in the lives of Windsorites is not taken for granted.

I am calling on you to support additional investments in Transit Windsor, that fund solutions that address long-standing issues including, but not limited to;

- * The lack of an adequate garage for storage,
- * A lack of commitment on the completion of the Transit Master Plan,
- * The underfunded fleet maintenance fund, and
- * Unequivocally dismiss the elimination of the tunnel bus

Thank you for your time

Gabriel Ciavaglia

From: Gentrit Sejdiu < >
Sent: January 9, 2025 8:17 PM
To: clerks <clerks@citywindsor.ca>
Subject: DONT REMOVE THE CITY BUS FROM SCHOOLS!!

Both my parents share a car and cant drive me to school so thats my only mode of transportation. If it weren't for the buses i would have to walk 1 hour and 30 minutes in -14C weather. So please dont remove buses.

From: Greg Presland <>
Sent: January 9, 2025 8:45 AM
To: clerks <clerks@citywindsor.ca>
Subject: 2025 Budget

In regards to the 2025 budget proposal, I would like to voice against removing the tunnel bus to Detroit. This tunnel bus if anything, should be expanded. Windsor has no events and the tunnel bus to Detroit helps to make Windsor more tolerable as a city for talent to relocate to from Toronto and elsewhere. Without it, Windsor further becomes a dead city with talent drain.

Regards,

Greg Presland

**Deputation of ATU Canada President John DiNino to Windsor City
Council Concerning Proposed Cuts to Transit Windsor Operating
Budget**

Filed January 10, 2025

January 10, 2025

Executive Board

John Di Nino - President

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Executive Member Western Canada

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DEPUTATION – TRANSIT CUTS IN PROPOSED WINDSOR 2025 BUDGET

Good morning,

I am John DiNino, President of ATU Canada. ATU Canada is the national voice for transit workers in Canada and the Amalgamated Transit Union in Canada on all issues of Canadian interest. The Amalgamated Transit Union has over 35,000 members in Canada, and over 300 members of ATU Local 616 are employed by the City of Windsor to operate and maintain Transit Windsor.

I come before you today to voice ATU Canada's grave concerns with the cuts proposed by Mayor Dilkens to the City of Windsor's transit operating budget. These cuts represent bad transit policy, bad urban planning and bad labour relations.

The budget tabled by Mayor Dilkens would represent a \$1.4 million cut from Transit Windsor's operating budget. This cut has been framed as an "inflation mitigation reduction", a way to reduce financial stress on Windsorites in a time of high inflation.

To be clear. These cuts are not inflation reduction. They are service reduction. The citizens of Windsor will be paying the same or more taxes and fares, but getting less transit service for their money.

Transit is a key public service. Transit systems are the economic and social lifeblood of every community. People in Windsor depend on public transit: to get to work, to get their groceries, to visit family and friends and to get home at the end of the day. In Windsor, as in every city, transit operators are the literal drivers of daily life for 10s of thousands of people. Transit services are also environmentally friendly. A fulsome transit system is a key part of a climate-friendly municipal strategy.

And the number of people taking public transit in Windsor continues to increase. Public transit ridership in Windsor went up 80% between 2022 and 2023, and continued to grow from 2023 to 2024.

Unfortunately, Transit Windsor has struggled to handle this increase in volume, and from what our operators and riders tell us buses are overcrowded, cancelled, or subject to lengthy wait times. By every available metric, Windsor needs more public transit, not less.

ATU Canada is not insensitive to the realities of inflation. Every one of our members feels its pinch every day. But cutting the budget for urgently needed, ailing public services is not the solution. To cut the budget for public transit in the face of increased demand makes no sense. What Windsor needs right now is increased investment in improving and expanding public transit – not drastic cuts.

The Transit Windsor budget the Mayor has proposed would actively harm the City of Windsor and the people of Windsor. It would severely impair Transit Windsor's ability to provide the safe, reliable services on which so many people rely. The City should be making public transit easier for riders to access and use, not more difficult.

The Mayor has shied away from confirming or denying whether his proposed cut would affect the Windsor tunnel bus service. However, his remarks to media last Friday imply that the tunnel bus could be eliminated under the new budget. On Friday the Mayor stated that there would be no "sacred cows" in City Council's deliberation and that eliminating the

tunnel bus was “a possibility” because of “the cost that’s associated with operating [the tunnel bus] service”.

Let’s be clear. Windsor tunnel bus service is a key to Windsor’s financial prosperity. Windsor residents rely on the tunnel bus to commute to work in the US. The tunnel bus also allows US residents to easily and affordably visit and work in Windsor – boosting Windsor’s economy. Skilled workers crucial to economies on both sides of the border rely on the tunnel bus, and on public transit more generally. Eliminating the tunnel bus by cutting Transit Windsor’s budget would deprive Windsor of these crucial cross-border revenue and labour streams. It would hurt Windsor’s financial viability and its appeal to investors. And it would harm the people of Windsor – the very people the Mayor and City Council are elected to serve.

Members of City Council, I gather you will meet to consider the Mayor’s proposed budget on January 27. When you do, I urge you to remember the importance of public transit to Windsor residents and to Windsor’s prosperity as a city. I urge you to see Mayor Dilkens’ proposed cuts to Transit Windsor for what they are: short sighted actions that will degrade the quality of life of the citizens of Windsor and strangle an economy in need of growth, not reduction.

I urge the Council to examine these budget proposals closely, and reject any short sighted cut to public transit.

Thank you for your time.

A handwritten signature in black ink, appearing to read 'John Di Nino', with a stylized flourish at the end.

Sincerely,

John Di Nino
President
ATU Canada

City Council
Monday, January 13, 2025
Budget - Written Submission

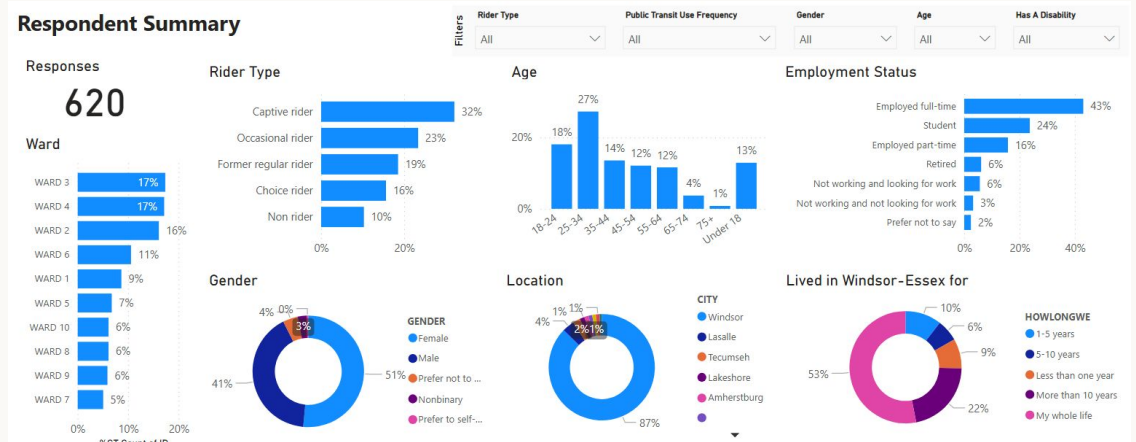
Budget 2025 Delegation



Who we Are

A grassroots organization working for a more accessible and sustainable transportation system in Windsor and Essex County.

Empowered by our Community Mandate, which surveyed and assessed the needs of 620 community members



Our Concerns

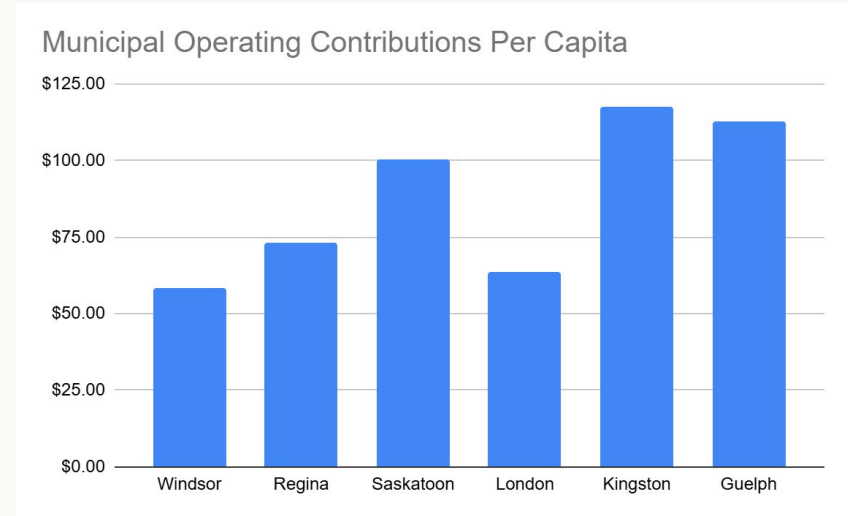
- The tabled budget suggests an undisclosed **\$1.4m service elimination**
- An increase in fares on students and residents, totalling an extra \$2m in fare collection
- \$4m worth of expense reduction
- \$0 net new investments

Transit is an essential service to financially productive cities. We are concerned that cutting service, raising fares, and neglecting to invest will further damage our struggling system.



Fare Increases

- Last year, riders saw a **15%** fare increase, making Windsor the most expensive transit agency within comparable municipalities (as taken from the TMP)
- This year, fare increases averaging **3.23%**
- Shifting the burden onto vulnerable populations paying increasing costs
- Per the Transit Master Plan, Windsor contributes the lowest operating per capita of similar municipalities



Impact on Residents

- We launched campaign in support of the tunnel bus and voiced concerns about cuts
- Independent residents also launched a separate petition
- Tunnel bus allows residents who cannot or don't drive access to the border
- Maintenance investments prevent audio announcements from malfunctioning
- Consistent reports of overcrowding and late arrivals



Our Asks

- Windsor should establish a recurring investment, dedicated to implementing the TMP. The City should commit to a publicly available timeline for the completion of this vision.
 - TMP was released in 2019 with no substantial updates
 - Outlines steps in the right direction to address accessibility and mobility
- City Council should continue to support adequate tunnel bus service



From: Josh Sankarlal < >
Sent: January 9, 2025 12:56 PM
To: clerks <clerks@citywindsor.ca>
Subject: Written Submission Budget 2025

To the Windsor City Council,

At the time I am writing this email, you will have collectively received nearly 100 letters from Windsor residents regarding the proposed cuts to Transit Windsor. As those letters are addressed to you individually, I am writing to ensure that alongside our verbal presentation, the text of those written submissions is entered into the public record.

Please see below for that correspondence.

Regards,
Josh

I am emailing you today to express my support for Transit Windsor and ask that you draw your attention towards the proposed changes to Transit Windsor included in Mayor Dilkens' tabled budget.

I want to express my gratitude for the changes proposed to the service, including improved frequency on select routes that have been impacted by increased passenger loads. Improvements like these are a step in the right direction for Transit Windsor.

However, the City's contribution to Transit Windsor remains unchanged. The improvements outlined above are being implemented with the caveat that it costs the City \$0, yet the budget still proposes another increase to fares and over \$1.4M in service eliminations, which have been kept secret and discussed in in-camera meetings behind the back of the public.

These changes see an increase in the financial burden placed on riders, and fail to adequately invest in Transit, marking another year where this service, critical to the growth and health of our city, will be neglected. I am concerned as well that the critical and historic tunnel bus is being eliminated for "financial responsibility". Yet, this bus provides a necessary means of transportation across the border and back, keeps people safe, and is a service that many Windsorites are proud of. We cannot, again, eliminate critical infrastructure while we spend millions of dollar enshrining the services we used to run.

Transit is a service. It provides the necessary means of mobility for Windsorites who cannot afford, or simply choose not to, drive a car. Investments in our transit service open up employment opportunities, increase local business revenue and reduce congestion. Simply put, Windsor must recognize that transit can only be successful when it is funded appropriately and when the vital role it plays in the lives of Windsorites is not taken for granted.

I am calling on you to support additional investments in Transit Windsor, that fund solutions that address long-standing issues including, but not limited to;

- The lack of an adequate garage for storage,
- A lack of commitment on the completion of the Transit Master Plan,
- The underfunded fleet maintenance fund, and
- Unequivocally dismiss the elimination of the tunnel bus

Thank you in advance for your reply and for adequately addressing the very real needs of our transit service.

From: Roussel, Joshua <>
Sent: January 9, 2025 1:08 PM
To: clerks <clerks@citywindsor.ca>
Subject: Tunnel Bus

I use this tunnel bus frequently to commute to work. I also use it for pleasure many times a year and ridding the tunnel bus would be a huge loss to the city and citizens.

JOSHUA ROUSSEL

From: Kate Jefford <>

Sent: January 9, 2025 9:04 PM

To: clerks <clerks@citywindsor.ca>

Subject: 01/13/2024 - Written Submission for Council Meeting re: Transit Windsor Tunnel Bus

Dear City Council and Mayor Dilkins,

I am writing to express my strong support for the continuation of the Transit Windsor tunnel bus service to Detroit, which is currently under review in the 2025 budget process.

The tunnel bus is a vital service for many residents of Windsor and the surrounding areas. It provides an essential connection to Detroit, allowing residents to attend events, sports games, and other activities that contribute to the cultural and economic vibrancy of our region. The bus service is not only a convenience but also a necessity for those who rely on it for their daily commute activities.

I understand that the city is facing budget constraints and that difficult decisions must be made. However, I believe that cutting the tunnel bus service would have a significant negative impact on our community. While the service is subsidized and may not be profitable, its value extends beyond mere financial considerations. It fosters cross-border connections, supports local businesses, and enhances the quality of life for many residents.

Moreover, the tunnel bus service is a symbol of our city's commitment to providing accessible and reliable public transportation. Eliminating this service would disproportionately affect those who depend on public transit, including students, seniors, and low-income individuals. It is crucial that we maintain this lifeline for our community.

I urge you to consider the broader implications of discontinuing the tunnel bus service and to explore alternative solutions to address the budget shortfall. Perhaps a review of the subsidy structure or partnerships with neighboring municipalities could help alleviate the financial burden while preserving this essential service.

Thank you for your attention to this matter. I trust that you will make a decision that reflects the best interests of our community.

Sincerely,

Kate Jefford

From: Manpreet Sidhu < >
Sent: January 10, 2025 10:41 AM
To: clerks <clerks@citywindsor.ca>
Subject: Extra Buses cuts

Hello,

I am reaching out to voice my concerns about the upcoming budget on City Busses.

Numerous high school students depend on the extra buses as we have no other safe means of transportation.

I am requesting that these cuts do not happen.

Thanks,
Manpreet

From: mayssa saidoun < >
Sent: January 10, 2025 8:34 AM
To: clerks <clerks@citywindsor.ca>
Subject: Extra busses for highschool students

Hello my name is Mayssa Saidoun and I am a canadian citizen , a property tax payer , a tax payer ,me and my husband are both full time employees in the hospitality and the medical front line field and givers to this community , I have 3 kids , 1 of which is in grade 11 and it would be devastating to our family's income , and risks our jobs if you cut off the extra busses to high-schools from transit windsor , this is absurd , how can you encourage this generation to actually attend highschool for the middle class families with out proper transportation thats the least rights they have with the amount of property taxes we pay and the income tax we pay , inflation and bills how can we juggle all of this and have to worry if our children cant get proper transportation to learn and build a future , how does this municipality weigh priorities??? !!!!!

concerned citizen
Mayssa Saidoun

From: amaratunge nirmala < >

Sent: January 9, 2025 9:22 PM

To: clerks <clerks@citywindsor.ca>

Subject: proposed cancellation of 115-Extra bus service to Vincent Messy school

Dear Sir/ Madam,

Today, I learned that Windsor Transit is planning to eliminate the 115 -Extra bus service for covering many schools including Vincent Messy high school.

This bus service has been used by my daughter to go to school since the last couple of years.

Elimination of this bus service could lead to great frustration for our day to day activities as both parents are working and no other means of transportation for her schooling.

Please pay your attention to not to eliminate this bus service

thanks,

From: patrick atu < >
Sent: January 9, 2025 8:49 PM
To: clerks <clerks@citywindsor.ca>
Subject: Regarding the proposal to cancel 115 Extra -transit bus to Messy school

Dear Sir,

Today, I heard that Transit Windsor is planning to eliminate 115-Extra bus service to Vincent Messy high school. This is the bus that my daughter uses to go to school everyday. We, both parents working and no other means of transportation to go to school.

Cancellation of the bus service is very disappointing and frustrating. Since the last few years my daughter totally depends on this bus service.

We would appreciate it if you could make arrangements to continue the 115-Extra bus service without elimination.

thanks,

Patrick Atukorala

From: Rabi Dhungana < >
Sent: January 10, 2025 12:16 PM
To: clerks <clerks@citywindsor.ca>
Subject: Bus service for high schools students.

This cut is unacceptable for the working parents and taxpayers. Due to this some parents have to quit their job , stop paying taxes and also possible strike could happen. Thanks

From: Raghu Osti <>
Sent: January 10, 2025 10:35 AM
To: clerks <clerks@citywindsor.ca>
Subject: Extra buses for high school students shouldn't be cut

I strongly disagree with the plan. We have paid for the bus pass for our kids and the extra buses should continue please.
Thank you
Raghu Osti

From: Sabina Mukit <>
Sent: January 9, 2025 8:36 PM
To: clerks <clerks@citywindsor.ca>
Subject:

Dear city clerk,

I am writing to inform you that my teenager will be needing to use the extra bus to go to Massey secondary school. I am a working mother and this is the only form of transportation for my child to school. Please consider this email for my child's future success.

Thank you

From: Sandra Lusk <>
Sent: January 10, 2025 11:04 AM
To: clerks <clerks@citywindsor.ca>
Subject: Cost of Tunnel Bus

Dear City of Windsor Clerk,

First, I want to apologize for interrupting your day with this email but yours is the only email address I could find besides the 311 address. I have had dealings with 311 in the past with poor results. Second, I want to say that the city has really made it difficult for the public to contact a City of Windsor Department without going through 311. I couldn't even find a list of Department Heads on your website. Much different than it was when I was in the clerical pool for 15 years.

My question is, why does it cost so much more to operate the Tunnel Bus than it does the bus between Windsor and Amherstburg? The travel distance for the tunnel bus must be 25 percent or less than that of the trip to Amherstburg. Perhaps if the City explained it's need for a rate increase to the public and its ridership, it would be easier to accept a rate increase for a trip to Detroit.

Sincerely,
Sandi Lusk

From: Sandy Berglund <>
Sent: January 10, 2025 11:01 AM
To: clerks <clerks@citywindsor.ca>
Subject: Bus #702

To who it may concern ,

I'm very dissatisfied with the news of the potential end to bus #702 .

I understand the big task at hand concerning budgeting but I am not understanding why it should come from the bus # 702 which uncles schoolboard as it charters our young children .

In this day an age us parents need to work n it's already frustrating .

The children are already stressed with highschool n now with the city bus it can create extra anxieties .

With bus #702 in operation our children can feel at ease n then it creates a better environment for learning at school.

So can you imagine when you are saying in January mid school that you could be potentially removing the bus . It's not fair n it's not a very wise decision to be honest !

This added bus is exactly what is needed in 2025 n necessary for us parents to work n for our children to get to school without any added stress n to receive an education !!

I can completely understand the need for budgeting but I would hope as you continue with your findings you can stay away from this bus #702 which affects school board seeing how its students that will be suffering !

At least wait till end of school year if that would be the only alternative !
Understanding n compromise are very much needed on both sides of this situation .

Much appreciated

A concerned parent

January 13th, 2025

Mayor Drew Dilkens, Council, Administration,

{Slide 1: ACWR logo}

My name is Stephanie Barnhard, and I am the board president of the Arts Council Windsor & Region. I was honored to receive the Windsor Community Champion Award in 2022 for my efforts in distributing art grants during the pandemic as the former president of the Windsor Endowment for the Arts. It is a privilege to be here today to advocate for the artists and creatives of my hometown.

I am here to present to Council on behalf of the Arts Council Windsor & Region, specifically in the context of the 2025 budget deliberations. My goal is to urge a reconsideration of the funding allocated to our organization, taking into account our current circumstances and the vital role we play in supporting the arts community.

{Slide 2: ACWR and ArtSpeak Gallery}

The Arts Council Windsor & Region (ACWR) is a member-based arts service organization that has been a cornerstone of Windsor's creative community for 45 years. When practicing artists relocate to Windsor from other cities or countries, their first stop is often the ACWR. We serve as a gateway to the region's arts ecosystem, connecting artists with local organizations, programs, and offering grant-writing consultation and professional development workshops, as well as exhibition space in our gallery.

The ACWR is a welcoming hub where local youth, adults, and seniors come together to connect, collaborate, and create. Through a wide range of programs, we nurture creativity while promoting mental well-being, addressing the challenges of disconnection and social isolation in today's world.

{Slide 3: Senior Community Arts Program}

We regularly partner and develop programs with other cultural organizations and local businesses. We contribute to the vitality of the Walkerville neighborhood in which we are located by offering an average of 40 exhibitions per year (that's a new show every week), bringing artists and their friends and families to the area.

Overall the organization directly supports the vision for culture that is outlined in the City Master Plan by actively contributing to the vitality of its cultural community, supporting and encouraging artistic expression, celebrating the cultural diversity of the city, and by contributing to attract visitors and tourists.

{Slide 4: Vanguard Youth Arts Collective}

The organization is run by two staff members, one full-time position and one part-time position, and it is supported by a volunteer board of directors, who come from diverse backgrounds and practices.

We are still in the process of recovery from the effects of the pandemic. For almost two years the gallery space was closed, we lost the possibility to obtain revenue from renting the space, and we also saw a significant decrease in our membership levels and in volunteer engagement.

{Slide 5: Income chart}

Our annual revenue fluctuates based on specific project grants, donations, and fundraising efforts.

We are very grateful for the support that we receive from the City, however, our grant has remained the same for the last 14 years, meanwhile our operational costs have continued to increase.

{Slide 6: Expenses and Revenue}

Although we are actively working toward recovery, despite fundraising efforts, we have not been able to restore our pre-pandemic income levels. As a result, we are projecting a deficit of \$5,000 by the end of this fiscal year.

I urge Council to reconsider the level of funding provided to our organization. This support is vital to ensuring that we can continue delivering our programs and services to the community in the future.

Thank you for your time and attention.

From: shamiu < >
Sent: January 9, 2025 10:04 PM
To: clerks <clerks@citywindsor.ca>
Subject: City of windsor bus service for.high school students

Dear Sir,

I would like to request bus service not being canceled as it will cause transport.problem.for many.students who rely on city .transportation to reach high school

Other cuts should be considered to offset bus.service cost,,students already pay city for.each.bus ride to support.the.bus.overhead.expenses

Regards

Usman

From: Bruce Villa Manor
539 Bruce Ave.
Windsor , ON
N9A 4X1
Vino Patel (Owner)

Date : January 10, 2025

Through Your Worship, To the Mayor and Members of City Council,

My name is Vino Patel and I am the owner/operator of Bruce Villa Manor. I would like to thank you for giving me the opportunity to speak on behalf of Bruce Villa Manor residents and our staff.

I have been running assisted homes business in Windsor area for well over 10 years. Over the years we have faced many challenges. However, over the last 3 years these challenges have become increasingly more difficult.

We are currently receiving \$60.00 per day since April of 2023 for 54 of our subsidized residents. Bruce Villa Manor currently has about 95 residents in total. I do not want to re-iterate what has already been said today in regards to the shortfall we face on a daily basis at homes like ours. What I would like to point out is that the contract we sign yearly with the City of Windsor we are required to provide the following:

- 1) 3 dietician approved meals and two snacks.
- 2) Medication dispensing & injection services.
- 3) Wound care services (Band-Aid, gauzes, etc.) .
- 4) Daily Laundry cleaning services.
- 5) Weekly Doctor services for anyone who needs it.
- 6) Cooking and Cleaning services.
- 7) Bedding services (Mattresses, blankets, cover sheets, Pillows)
- 8) Heat & Hydro (Heat in Winter, AC in summer, lights)
- 9) Fire Monitoring services.
- 10) Banking services for residents.
- 11) Telephone service.
- 12) Pest control services.
- 13) Plumbing services.
- 14) Elevator services.
- 15) Snow removal services.
- 16) Garbage pickup service.
- 17) Maintenance services .

- 18) Toilet accessories (tooth brushes, hair brushes, shaving cream, shampoo, razor blades, soap).
- 19) Access to internet and computer services .
- 20) COVID-19 services in case of outbreaks.

All of these requirements costs money. I would like to state that \$60.00 per day is NOT ENOUGH to meet the City of Windsor contract obligations. I think a reasonable number should be between \$67-\$70 per day. Your Worship Mayor and the City Council please help us. We need it.

Thank You!

Vino Patel (B.A.Sc., MBA)

From: zdravka ostojaic < >
Sent: January 9, 2025 3:38 PM
To: clerks <clerks@citywindsor.ca>
Subject: Bus cancelation 702

To whom it may concern ,

I am the mother of a student whose name is Anastasija Ostojaic. She attends grade 9 at Massey High-school and she takes bus 702 in the morning to get to school and back from school to get home she takes 702 as well. There was an announcement at her school that this bus might be discontinued because there is not enough funding. I am a single mother and I work in healthcare from 6 am to 2 pm. I cannot leave work and drive her and there is no one else who can drive her as I am a single mother and I don't have other family who could drive her. If she has to take a regular bus, she would have to take 2 buses and she would have to walk a lot to get to school and she would be late every day. My daughter is crying and stressing out now as she doesn't know what we will be doing if this bus gets cancelled. There is no way that she can get to school on time if this bus is cancelled. Please do not cancel this bus as some children who come from broken homes will not be able to get to school on time as they don't have active parents or family members who could help them. We rely on this bus to take her to school.

Thank you

Zoe



To: Windsor City Council

From: Megan Owens, Executive Director, Transportation Riders United, Detroit, MI

Re: Future of Transit Windsor Tunnel Bus

Date: January 9, 2025

Dear Mayor Dilkens and members of City Council,

I am writing on behalf of Transportation Riders United (TRU), a Detroit-based organization which educates, advocates and mobilizes for better public transportation in the belief that everyone should be able to get where they need to go.

We are deeply concerned to hear of the possibility of cuts to Transit Windsor's bus services, and particularly to the Transit Windsor Tunnel Bus, a unique service which connects our two cities and nations to the benefit of both.

Although primarily used by Windsorites, the Tunnel Bus is also used by Detroiters accessing Windsor. Several members of the Transportation Riders United staff have personally used the bus to access destinations in Windsor, contributing to the local economy.

TRU also believes in the importance of ensuring access for all, including people with disabilities and all those who do not or cannot drive. For these groups, the Tunnel Bus connection is particularly important.

We hope very much that this critical service can be preserved for the sake of both Windsorites and Detroiters. At a time when the Gordie Howe bridge is about to open a new transportation connection between our cities and countries, and there is renewed interest in the possibility of restoring passenger rail service between Detroit and Windsor, it would be a shame if this important alternative linkage is severed.

Please do not hesitate to get in touch with us regarding this important matter, and thank you for your consideration.

Sincerely,

A handwritten signature in blue ink, appearing to read 'M Owens', written over a light blue horizontal line.

Megan Owens
Executive Director
Transportation Riders United

From: Mikhael, Fahd <fmikhael@citywindsor.ca>

Sent: Friday, January 24, 2025 11:13 AM

To: clerks <clerks@citywindsor.ca>

Subject: Written Submission RE: - Mayoral Direction MD 43-2024 – Hybrid Work Program & Procedure Research & Report (C 8/2025)

Dear Council Agenda Coordinator – Office of City Clerk:

Please consider this email as a written submission to be included in the City Council meeting scheduled for Monday, January 27, 2025 - Agenda item 10.9 - Mayoral Direction MD 43-2024 – Hybrid Work Program & Procedure Research & Report (C 8/2025).

Dear Mr. Mayor and Members of Council,

Please be advised that the Civic Association of Non-Union Employees (CANUE) Executive recently surveyed its members to gather feedback on the potential impacts of the proposed change to the hybrid work policy. This submission summarizes the findings from the survey (see attached “Survey Results”), which aimed to capture member insights regarding the concerns brought forward that may affect employee work-life balance, productivity, morale, and retention as well as more specific concerns like financial impact and sustainability.

Purpose of the Survey

The survey was circulated following receipt of multiple concerns from staff to:

1. Understand the direct and indirect impacts the policy change may have on employees.
2. Identify key themes and concerns that may arise from this adjustment.
3. Provide Council with constructive feedback to support future policy discussions.

We had over 40% of our membership respond to our survey. This emphasizes that this is a topic that regardless if an employee is actively utilizing the program or not felt it was necessary to provide their feedback. Further, some of those who stated they do not use the program offered their feedback on the potential program changes.

We hope this submission provides valuable insights into the potential impacts of the hybrid work policy change. CANUE remains committed to supporting constructive dialogue between employees and the Corporation to ensure policies align with both organizational goals and employee well-being.

Thank you for your consideration.

Sincerely,
CANUE Executive

Survey Results

Key Themes:

1. Work-Life Balance and Personal Well-being

Employees strongly value the ability to balance work with personal responsibilities; with hybrid work being crucial for managing their time. Concerns include:

- **Commuting:** Increased commute times would take away from personal time, adding stress and reducing productivity.
- **Childcare:** Parents face added childcare costs and logistical challenges when remote work is reduced.
- **Financial strain:** Higher commuting costs (e.g., gas, parking, maintenance) are significant, particularly for those with long commutes.
- **Personal responsibilities:** Remote work allows employees to manage personal tasks like medical appointments, which boosts overall well-being.

2. Productivity and Performance

Many employees report that remote work enhances focus and productivity due to fewer distractions:

- **Office distractions:** Open office spaces or proximity to high-traffic areas hinder concentration.
- **Task-focused work:** Remote work offers quiet, uninterrupted time for detailed and complex tasks.
- **Health flexibility:** Working from home allows employees to remain productive even when mildly unwell, reducing sick leave.

3. Financial and Environmental Impact

Financial and environmental considerations are key drivers of the preference for hybrid work:

- **Commuting costs:** Employees incur extra costs when required to return to the office more often, including gas, parking, and vehicle maintenance.
- **Home office investment:** Employees who invested in home office setups now face the underutilization of these resources.
- **Environmental sustainability:** Fewer commutes contribute to the City's sustainability goals by reducing emissions and traffic congestion.

4. **Employee Morale, Retention, and Job Satisfaction**

Morale and retention are closely linked to hybrid work policies:

- **Retention risk:** The flexibility of hybrid work is a significant factor in employees' decision to stay with the organization. Reducing flexibility could lead to higher turnover, particularly among younger generations.
- **Job satisfaction:** Employees see hybrid work as an expression of trust and an essential part of their overall job satisfaction. Removing it can lead to frustration and disengagement.

5. **Flexibility, Autonomy, and Trust**

Flexibility in work arrangements is seen as essential for managing life's demands:

- **Autonomy:** Employees value the ability to manage their schedules and work locations to accommodate unexpected life events (e.g., caregiving, illness).
- **Trust and performance:** Hybrid work demonstrates trust from leadership, encouraging high performance. Reducing flexibility risks undermining employee trust.

6. **Recruitment and Competitiveness**

Hybrid work is crucial for staying competitive in the job market:

- **Attracting talent:** Many new hires are declining job offers due to lack of flexible work arrangements. Competitors offering hybrid options are more attractive.
- **Institutional knowledge:** Hybrid work helps retain talent, avoiding the "brain drain" of skilled professionals leaving for more flexible workplaces.

7. **Mental Health and Well-being**

Hybrid work has a positive impact on employees' mental health:

- **Stress reduction:** Employees experience reduced stress and burnout from the ability to work from home, which helps them recharge.
- **Caregiving:** Employees with caregiving responsibilities find hybrid work essential to maintaining their well-being and avoiding burnout.

8. Perception of Policy Changes and Communication

Employees express concerns about the policy shift and its communication:

- **Policy inconsistency:** Employees feel that recent policy changes contradict previous surveys, which could erode trust in leadership.
- **Lack of consultation:** Some employees are frustrated by what they perceive as a lack of transparency and input in the decision-making process.

9. Technology and Home Office Resources

Investments in home office setups have increased productivity:

- **Home office efficiency:** Employees report that their home office environments, including quieter spaces and ergonomic setups, often provide better conditions for focus than the office.
- **Office distractions:** Despite improvements, office noise and interruptions remain a barrier to focus.

10. Minimal Impact or Acceptance of Office Work

A small percentage of employees feel that changes would have little to no impact on their productivity:

- These employees have either adapted to full-time office work before or are not currently utilizing the hybrid policy.



Partnership Proposal

PROVIDING
*Hope,
Home &
Family*

Empowering Refugee Claimants to quickly become self-sufficient, contributing members of our communities.

Contact

Phone 519-945-7627 ext. 3200
Website www.matthewhousewindsor.org
Email mike@matthewhousewindsor.org
Address 3185 Forest Glade Drive,
Windsor, ON N8R 1W7



Matthew House
Refugee Welcome Centre - Windsor



Summary

Matthew House Refugee Welcome Centre is seeking the City of Windsor's partnership in applying to Immigration, Refugees, Citizenship Canada's Interim Housing Assistance Program, to facilitate expansion of our proven and cost-effective model of housing and empowering refugee claimants. The City's partnership would enable us to increase the number of refugee claimants we serve, diverting people from the higher-cost emergency shelter system and hotels, while also improving program sustainability.

Urgency

Since the borders reopened after the pandemic, Canada has seen an unprecedented influx of refugee claimants (159,815 as on November 30, 2024 - up 182% from pre-covid levels). While the federal government has begun using hotels across the country to shelter these refugees (2,411 transferred to Windsor), many are arriving in our region and are not able to access the shelter and support services they need to quickly integrate and become self-sufficient, leading to increased risk of homelessness and poor socio-economic outcomes. What's more, under the Federal Government's new Border Safety (IHAP) funding they are seeking to transition away from hotels and toward specialized Reception Centres. Matthew House Refugee Welcome Centre has a critical role to play in supporting those refugee claimants who arrive without social or financial resources.



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About Matthew House

Matthew House Refugee Welcome Centre is a **regionally recognized, registered charity with a 22-year track record of proven results**. We currently operate two Refugee Reception Centres and four Host Homes, providing transitional housing and settlement supports for asylum seekers who have arrived in Windsor-Essex seeking safety and a fresh start. Our holistic model starts at arrival and does not end until they have become **self-sufficient, contributing members of our communities**. This includes:

- Providing a safe and welcoming first home in Canada along with support to access basic needs.
- Connecting Refugees with education opportunities, employment supports, trauma counselling, health care, Ontario Works, and other social services.
- Providing transitional shelter and support in securing permanent housing.
- Providing assistance with their Refugee Claim, accessing legal council, and other programs and services.
- Connecting Refugees with faith, cultural, and recreational communities.
- Connecting Refugees with established Canadians to develop supportive relationships as well as volunteer and employment opportunities.
- Assisting Refugees in securing furniture and other household items to make their first house in Canada a home.
- Assisting Refugees in Arabic, English, French, Spanish and additional languages as required.
- Providing Culturally Safe and Trauma Informed care.

Vision



For every Refugee Claimant arriving in Windsor-Essex to feel welcomed and have access to the services and supports they need to thrive!

Mission



Matthew House Windsor brings hope by providing a temporary home and settlement supports for Refugee Claimants, empowering them to become contributing members of the Canadian community.

- Loving Service
- Faith Based
- Human Dignity
- Community
- Professional
- Holistic Model



About Matthew House

Governance and Accountability:

- Matthew House is led by a multi-disciplinary team of human services professionals, under the guidance of a Board of Directors selected from local business, faith, and human service leaders.
- Agency finances are audited annually by Popp Leno Jones LLP Chartered Professional Accountants and both Board Minutes and Financial Reports are available to the public upon request.

Leadership and Collaboration:

Matthew House has become the leading settlement support agency for Refugee Claimants in Southern Ontario. In 2020, Canada Border Services identified Matthew House as the lead Reception Centre to guide refugee claimants arriving at the Windsor or Sarnia Ports of Entry. In addition, Matthew House is a proud member of:

- Canadian Council for Refugees
- Ontario Coalition of Service Providers for Refugee Claimants
- W-E Local Immigration Partnership
- N4 – National Newcomer Navigation Network
- Canadian Faith-Based Shelter Network
- Refugee Highway Partnership
- UNHCR Ontario Border Working Group
- Canada/US Border Network
- Canada-US Border Legal Right Clinic



A Sustainable, Community Funded, Settlement Model

The Matthew House model has sustainability built-in as refugees contribute to the cost of their stay. In addition, we have cultivated a loyal donor base and receive financial support from:

- 42 churches,
- 28 civic, cultural, and labour groups,
- 18 businesses/corporations
- 400+ individuals across the region!

Our Service Model

Hope,
Home &
Family

Recognizing the unique needs of asylum seekers, and that they achieve the best long-term outcomes when they receive quality, professional support during the first 90 days after arrival, Matthew House uses a **Modified Housing First approach**. We use three key words to describe our work:

Hope

Matthew House rebuilds Hope by restoring dignity and empowering asylum seekers to quickly become self-sufficient. Using the principles outlined in the Canadian Council for Refugees *"Framework for High Quality Immigration and Refugee Services,"* each individual referred to us is assessed and a comprehensive settlement plan is developed.

Home

For newly arrived asylum seekers, who cannot be diverted from shelter, Matthew House provides a safe first home in Canada and support in having their basic needs met. As many have experienced trauma and are fleeing dangerous situations, we seek to cultivate healing environments where they can receive individualized supports from our staff, volunteers, and community partners.

Family

At Matthew House, **Refugees are family and family means community**. So we journey with them like brothers and sisters, providing holistic supports in the areas they most need. This includes collaborating with a variety of social services organizations, and bridging connections to cultural, employment, faith, social, and recreational opportunities.

= Success

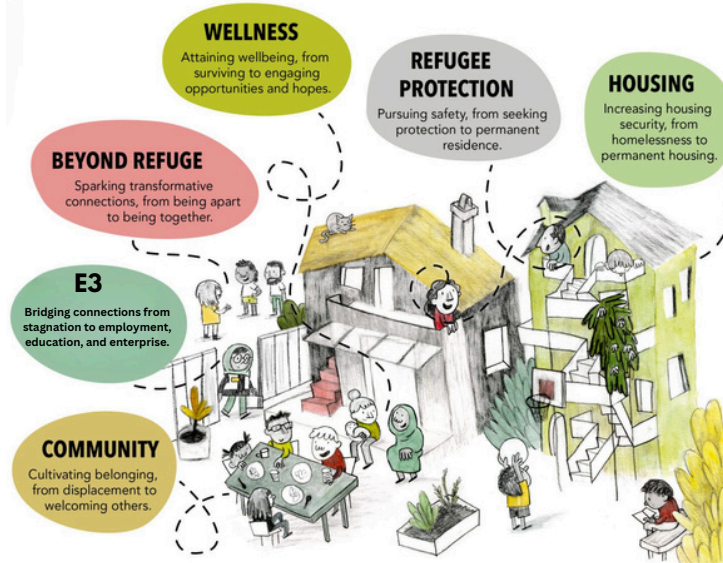
Success for Matthew House is seeing Claimants quickly empowered for independence and positive outcomes. Success is seeing multiple generations of refugees integrated in Windsor-Essex as contributing members of our community!



Theory of Change

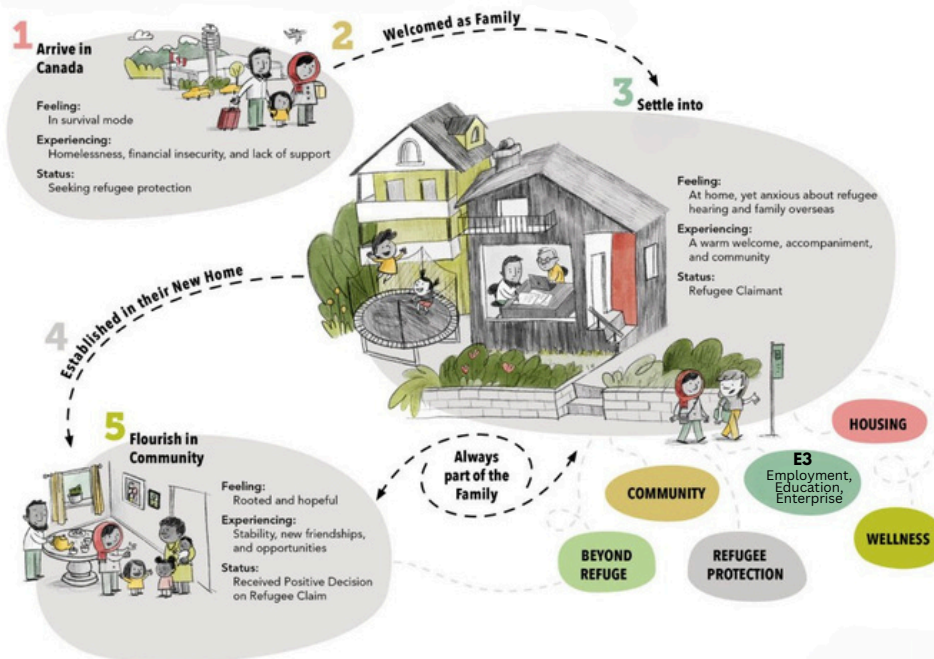


Matthew House provides communities where refugee claimants are welcomed as family and flourish through these key programs:



The Journey

Matthew House recognizes that the journey after arrival is significantly different for asylum seekers than other newcomers. Those who do not connect with us often end up in general homeless shelters and struggle to rebuild their lives. Following is the Journey for those who come through Matthew House.





Programming

At the core of Matthew House’s programming lies collaboration. Matthew House is honoured to work alongside:

- Faith groups
- Elementary and Secondary schools
- Colleges and Universities
- Cultural/language groups
- Newcomer agencies
- Social service agencies
- 75+ individual volunteers
- Property owners

In addition, we maintain program partnerships with:

- Angela Rose House
- Downtown Mission
- Guadalupe Maternity Home
- Salvation Army
- Welcome Centre Shelter
- Compass Refugee Centre
- College Boreal
- GECDSB & WECDSB
- Habitat for Humanity
- Ready Set Go
- WEST of Windsor

Key Outcomes - 2024

1,284*

received Settlement Supports

289

received shelter & basic needs

174

transitioned to permanent housing

193

remained housed one year+

117

received health and wellness supports

477

were to connected to employment, education, or enterprise

Historical Outcomes - 2003 - Present



11,000+ Asylum Seekers have received Settlement Supports



2,373 newly arrive Asylum Seekers received safe shelter.



9.2 days (avg.) - employed after receiving work permit



3 months (avg.) - time before refugees are off Ontario Works.

* includes refugees served who are residing elsewhere in Windsor-Essex.

IHAP Opportunity

Demand for Matthew House's services consistently outpaces our capacity as we lack the staffing to provide intensive Housing Supports. Even with IRCC's use of local hotels, we are consistently having to turn down referrals from community partners at a time when Windsor's emergency shelters are also struggling to meet demand.

With our expansion in 2019 and again in 2023, **Matthew House has demonstrated that our model is cost effective and sustainable.** Through IRCC's IHAP Funding, the City of Windsor has the opportunity to partner with Matthew House Refugee Welcome Centre and **capitalize on our expertise to provide increased capacity while ensuring high quality services for refugee claimants.**



Addition of 3 full-time staff will increase shelter capacity by

66% (191)

Lease of a 3 - 4 bedroom property in Leamington will provide capacity in that community for

40

Purchase of existing facilities will produce annual savings of

\$183,943.00

resulting in increased sustainability for staffing after IHAP funding expires

Financial Implications



Through changes to Canada’s Immigration system as well as a global pandemic, **Matthew House’s model has proven to be effective and sustainable.**



A Sustainable, Community Funded, Settlement Model

The Matthew House model has sustainability built-in as refugees contribute to the cost of their stay. In addition, we have cultivated a loyal donor base and receive financial support from:

- 42 churches,
- 28 civic, cultural, and labour groups,
- 18 businesses/corporations
- 400+ individuals across the region!

In 2024, Matthew House was able to successfully divert 289 refugees from the emergency shelter system. This resulted in estimated cost savings of \$953,700* for the City of Windsor. With the addition of dedicated Housing Support staff, Matthew House would be able to divert an additional 191 refugees, resulting in **further cost savings of \$630,300*.**

Research has shown that, due to the unique needs of refugee claimants, those who are not able to connect to specialized support through a Reception Centre, are much more likely to experience future homelessness. Further, they are likely to remain reliant on Ontario Works for extended periods of time. Whereas, **refugees staying at Matthew House receive specialized services that empower them to more quickly transition to independence and avoid future homelessness.** Consider the following scenarios:

Scenario 1:

Single adult claimant receiving no support stays in emergency shelter for 57 days.

Without support, there has been little progress on submitting his refugee claim or securing his work permit.

After six months he is still reliant on Ontario Works.

Cost to the City: \$6,067
\$3,135 Shelter + \$2,932 OW

Scenario 2:

Single adult claimant receiving no support, results in episodic homelessness for an additional 57 days.

Without support, he remains on Ontario Works for an additional six months.

Cost to the City: \$12,134
\$6,270 Shelter + \$5,864 OW

Scenario 3:

Single adult claimant diverted to Matthew House for shelter and settlement supports. After two weeks is receiving Ontario Works and is contributing to the cost of his stay.

After four months he has transitioned to permanent housing and is employed.

Cost to the City: \$3,335
\$770 Shelter + \$2,565 OW

• Assumes a 60 day stay at a per diem rate of \$55.



Project Budget Summary

Interim Housing Provision:
\$52,000

Housing Supports:
\$127,134

Coordination Activities: *
\$25,000

Housing Capital: *
\$3,550,000

**City of Windsor investment
over two years:**
\$232,489

* year one of project only

**A formal budget for the project
will be provided upon request.**

Matthew House Refugee Welcome Centre’s proposal is being submitted in conjunction with other members of the Ontario Coalition of Service Providers for Refugee Claimants. If approved, we will create a seamless network of specialized Reception Centres in communities along the 401 corridor in Southern Ontario. Support letters are available upon request.

This proposal aligns with IRCC IHAP Call for Proposal as it:

- Adopts sustainable, cost effective approaches,
- Builds capacity to receive and house asylum seekers,
- Provides a specialized, single point of access,
- Provides an integrated approach,
- Is coordinated,
- Is permanent.

Matthew House has already demonstrated sustainability. The City of Windsor’s partnership through this IHAP proposal will not only enhance sustainability, but will ensure that Asylum seekers who arrive in Windsor-Essex, receive quality, coordinated support services in line with IRCC’s targets.



Community Benefits

Diverting asylum seekers to Matthew House Refugee Welcome Centre is a sustainable settlement model that will produce better outcomes, while consistently saving resources for the City of Windsor.

Sustainable



The Matthew House model has sustainability built-in through Refugee payments. In addition, with the savings accrued through this investment, Matthew House has demonstrated the budget capacity to maintain the increased staffing levels.

Specialized



Matthew House is a specialized provider that empowers Refugees for integration and independence, thus reducing the burden on city resources in the short, medium and long term.

Recognized and Evidence Based



Matthew House is committed to the principles outlined in the “Framework for High Quality Immigration and Refugee Services,” and has been recognized by CBSA and others as the leading settlement agency for asylum seekers in Southern Ontario.

Scalable and Replicable



The Matthew House model has already been replicated in Windsor and in communities across Canada. Our previous outcomes demonstrate a model which supports Refugee Claimants quickly becoming self-sufficient, contributing members of our communities!



Matthew House

Refugee Welcome Centre - Windsor

PROVIDING

Hope,
Home &
Family

LEARN MORE 

- Contact** Mike Morency, Executive Director
- Phone** 519-945-7627 ext. 3200
- Website** www.matthewhousewindsor.org
- Email** mike@matthewhousewindsor.org
- Address** 3185 Forest Glade Dr., Windsor, ON N8R 1W7

January 3, 2025

Immigration, Refugees and Citizenship Canada

RE: Letter of support for Matthew House Windsor

To Whom It May Concern,

I am writing to provide enthusiastic support for Matthew House Windsor and their collaboration with the Municipalities of Windsor and London in an application for the Interim Housing Assistance Program (IHAP).

The need for asylum around the world has increased dramatically. Canada has seen a small portion of people relative to the need, yet at record levels for Canada each year since the pandemic. The significant increase has shown the importance of an equitable response, quality service provision, and coordinated support to ensure people are settled quickly, with dignity, and empowerment to contribute to the communities they are in.

This is possible when those who have been working with refugee claimants for decades are mobilized and well-resourced in a collaborative model focused on expertise, efficiency, and again, equity.

Since 2003, Matthew House Refugee Welcome Centre has provided temporary shelter, settlement support, and community connections for over 11,000 refugee claimants who arrived in Windsor-Essex and Chatham-Kent. In 2020, Matthew House was identified by Canada Border Services as the lead Reception Centre to guide newly arrived refugee claimants arriving at the Windsor and Sarnia POEs. Out of their two facilities in Windsor, they already provide quality transitional shelter for 130 men, women, and children, easing some of the pressures on the social services in Windsor. In 2023, they began offering virtual settlement support to refugees in remote communities, including London and Chatham, Ontario.

Matthew House's vision closely aligns with that of Compass Refugee Centre. Both of our agencies work to see that every refugee claimant arriving in our respective regions is welcomed and has access to the services and support they need to thrive! Further, both of our agencies have committed to the Canadian Council for Refugees' "Framework for High Quality Immigration and Refugee Services."

One of our strongest characteristics is our commitment to collaboration with community service agencies, and with a larger coalition of organizations serving refugee claimants across Ontario. Many of us have been working for decades as NGOs, each pursuing best practices, respectful communication, and purposeful coordination resulting in more coordinated and holistic service delivery and reduced stress and need in our communities.

In this group, Matthew House Windsor is a profoundly trusted partner of Compass Refugee Centre. We work together with openness, transparency, and effectiveness to cover Southwestern Ontario to the best of our ability, and within the reach our resources give us.



675 Queen Street South, Unit 230
Kitchener, Ontario N2M 1A1
T: 519-571-1912

Our reach is from Peel to London, and Owen Sound to Simcoe. Their work in Windsor-Essex, Chatham-Kent, and London, Ontario will help create a seamless network of support for asylum seekers along the 401 corridor in Southern Ontario, bringing significant support to various communities to welcome and integrate these newcomers to everyone's benefit.

COMPASS is excited to deepen our collaboration with Matthew House to ensure that the goals of IRCC and the IHAP funding opportunity are met in our respective regions of practice.

Should you have any questions about Compass Refugee Centre, our relationship with Matthew House, or this letter, please call me at your earliest convenience at 519-571-1912 ext. 102.

Sincerely,

SCampagnola

Shelley Campagnola
Executive Director

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