

Environment, Transportation & Public Safety
Standing Committee Meeting Agenda

Date: Wednesday, November 27, 2024

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

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

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

MEMBERS:

Ward 2 – Councillor Fabio Costante (Chairperson)

Ward 3 – Councillor Renaldo Agostino

Ward 4 – Councillor Mark McKenzie

Ward 8 – Councillor Gary Kaschak

Ward 9 – Councillor Kieran McKenzie

ORDER OF BUSINESS

Item #	Item Description
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1.	CALL TO ORDER
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READING OF LAND ACKNOWLEDGMENT

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

2.	DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF
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3.	ADOPTION OF THE MINUTES OF THE ETPS STANDING COMMITTEE
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| 3.1. | Adoption of the Environment, Transportation, and Public Safety Standing Committee minutes of its meeting held October 30, 2024 (SCM 327/2024) |
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4.	REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS
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5.	COMMUNICATIONS
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6.	PRESENTATIONS AND DELEGATIONS
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7.	COMMITTEE MATTERS
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| 7.1. | Minutes of the Essex-Windsor Solid Waste Authority (EWSWA) Regular Board of its meeting held July 10, 2024 (SCM 330/2024) |
| 7.2. | Minutes of the Essex-Windsor Solid Waste Authority (EWSWA) Regular Board of its meeting held September 11, 2024 (SCM 331/2024) |

8. ADMINISTRATIVE ITEMS

- 8.1. 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 (**S 149/2024**)
- 8.2. Response to CQ 7-2024 - Converting Downtown One-Way Streets to Two-Way Streets – Ward 3 (**S 116/2024**)
- 8.3. Update on Effectiveness of Wintertime Signage for Pedestrian Walkways (**S 150/2024**)
- 8.4. Tabling of the Draft Sandwich South: Sustainable Neighbourhood Action Plan - City Wide (**CM 12/2024**)

9. TRANSIT BOARD ITEMS

10. ADOPTION OF TRANSIT BOARD MINUTES

11. QUESTION PERIOD

12. ADJOURNMENT



Committee Matters: SCM 327/2024

**Subject: Adoption of the Environment, Transportation, and Public Safety
Standing Committee minutes of its meeting held October 30, 2024**

Environment, Transportation & Public Safety Standing Committee Meeting

Date: Wednesday, October 30, 2024

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

Members Present:

Councillors

Ward 2 - Councillor Fabio Costante (Chairperson)

Ward 3 - Councillor Renaldo Agostino

Ward 4 - Councillor Mark McKenzie

Ward 8 - Councillor Gary Kaschak

Ward 9 - Councillor Kieran McKenzie

PARTICIPATING VIA VIDEO CONFERENCE ARE THE FOLLOWING FROM ADMINISTRATION:

Sandra Gebauer, Council Assistant

ALSO PARTICIPATING IN COUNCIL CHAMBERS ARE THE FOLLOWING FROM ADMINISTRATION:

Jelena Payne, Commissioner, Economic Development

David Simpson, Commissioner, Infrastructure Services & City Engineer

Phong Nguy, Executive Director of Public Works Operations

Stacey McGuire, ED, Engineer/Deputy City Engineer

Ian Day, Senior Manager Traffic Operations/Parking

Rob Vani, Senior Manager, Deputy CBO/Inspections

Mark Spizzirri, Manager, Performance Measurement & Business Case Development

Kathy Quenneville, Active Transportation Coordinator

Anna Ciacelli, Deputy City Clerk

Minutes

Environment, Transportation & Public Safety Standing Committee Wednesday, October 30, 2024

Page 2 of 9

1. CALL TO ORDER

The Chairperson calls the meeting of the Environment, Transportation & Public Safety Standing Committee to order at 4:32 o'clock p.m.

2. DISCLOSURE OF PECUNIARY INTEREST AND THE GENERAL NATURE THEREOF

None disclosed.

3. ADOPTION OF THE MINUTES OF THE ETPS STANDING COMMITTEE

3.1. Adoption of the Environment, Transportation & Public Safety Standing Committee minutes of its meeting held September 25, 2024

Moved by: Councillor Gary Kaschak
Seconded by: Councillor Renaldo Agostino

THAT the minutes of the Environment, Transportation & Public Safety Standing Committee meeting held September 25, 2024 **BE ADOPTED** as presented.

Decision Number:

Carried.

Report Number: SCM 291/2024

4. REQUEST FOR DEFERRALS, REFERRALS OR WITHDRAWALS

None requested.

5. COMMUNICATIONS

None presented.

6. PRESENTATIONS AND DELEGATIONS

None presented.

Minutes

Environment, Transportation & Public Safety Standing Committee Wednesday, October 30, 2024

Page 3 of 9

7. COMMITTEE MATTERS

None presented.

8. ADMINISTRATIVE ITEMS

8.1. Repeal of By-Law 9-2019 and 140-2020, Passing of New By-Law to Establish Standards for the Maintenance and Occupancy of All Property in the City of Windsor – City Wide

Councillor Kieran McKenzie inquires whether there are existing by-laws that could have achieved the same or similar objectives and further, to what extent does this lead to requiring additional resources to implement what is being proposed. Robert Vani, Deputy Chief Building Official, Inspections appears before the Environment, Transportation & Public Safety Standing Committee regarding the administrative report dated September 26, 2024, entitled “Repeal of By-Law 9-2019 and 140-2020, Passing of New By-Law to Establish Standards for the Maintenance and Occupancy of All Property in the City of Windsor – City Wide” and indicates that the property standards by-law relates specifically to building condition elements. The only enforcement mechanism would be through the *Building Code Act*. There is no other regulation in the province that would allow you to regulate building standards other than the property standards by-law. Current service delivery standards for requests related to this particular by-law will not be impacted nor will it require additional resources for implementation or enforcement. The amendments proposed are related to housekeeping, language changes, and keeping up to date with current legislation.

Councillor Gary Kaschak inquires whether there are any changes related to storage containers in driveways. Mr. Vani responds that storage containers are a land use issue and are dealt with under the zoning by-law.

Moved by: Councillor Renaldo Agostino

Seconded by: Councillor Gary Kaschak

Decision Number: **ETPS 1029**

THAT By-law XX-2024, “A By-Law Establishing Standards for the Maintenance and Occupancy of All Property in the City of Windsor” draft attached as schedule ‘A’ **BE PASSED** by Council; and,

THAT By-law Number 9-2019 as amended by By-law 140-2020 being “A By-Law Establishing Standards for the Maintenance and Occupancy of All Property in the City of Windsor” **BE REPEALED**.

Carried

Report Number: S 133/2024

Clerk’s File: SB2024

Minutes

Environment, Transportation & Public Safety Standing Committee Wednesday, October 30, 2024

Page 4 of 9

8.2. Response to CQ 29-2023 - Policy re: Capital Improvements at City Gateways - City Wide

Councillor Gary Kaschak comments that the five city gateways should be seriously considered to ensure they are welcoming.

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

Decision Number: **ETPS 1030**

THAT the report in response to CQ 29-2023 regarding a policy related to capital improvements at city gateways to provide options for further enhancements when budget allotments do not allow for them **BE RECEIVED** for information.

Carried.

Report Number: S 134/2024
Clerk's File: ACO2024 & ACOQ2024

8.3. Response to CQ 23-2024 Winter Control service review to include Transit Windsor School Bus Extra routes

Councillor Kieran McKenzie requests that administration outline the current level of service on any public transit route with respect to snow removal. Phong Nguy, Acting Executive Director of Operations appears before the Environment, Transportation & Public Safety Standing Committee regarding the administrative report dated October 2, 2024, entitled "Response to CQ 23-2024 Winter Control Service Review to include Transit Windsor School Bus Extra routes" and indicates that there is a formal level of service for Transit Windsor bus routes. These extra routes are not Transit Windsor routes and are considered part of regular residential roads.

Councillor Kieran McKenzie inquires whether there was a consideration of costs to include heightened service levels for snow removal as part of the original discussion. Mr. Nguy responds that they treat these routes as any other school bus and there was no additional consideration.

Councillor Kieran McKenzie inquires as to who is responsible for funding the extra program. Jelena Payne, Commissioner, Economic Development appears before the Environment, Transportation & Public Safety Standing Committee regarding the administrative report dated October 2, 2024, entitled "Response to CQ 23-2024 Winter Control Service Review to include Transit Windsor School Bus Extra routes" and responds that the City of Windsor fully funds that program.

Minutes

Environment, Transportation & Public Safety Standing Committee Wednesday, October 30, 2024

Page 5 of 9

Moved by: Councillor Kieran McKenzie

Seconded by: Councilor Gary Kaschak

THAT the administrative report of the Maintenance Coordinator dated October 2, 2024 entitled "Response to CQ 23-2024 Winter Control Service Review to include Transit Windsor School Bus Extra routes" **BE DEFERRED** to a future meeting of the Environment, Transportation & Public Safety Standing Committee after the 2025 budget setting process is complete.

Carried.

Report Number: S 142/2024
Clerk's File: ACOQ2024 & SW2024

8.4. Drouillard Road Underpass Recreational Trail Feasibility – Ward 5

Councillor Kieran McKenzie requests that administration explain the reasoning surrounding the prior approval of the Active Transportation Master Plan (ATMP) and the current infeasibility of the continued connection. David Simpson, Commissioner, Infrastructure Services & City Engineer appears before the Environment, Transportation & Public Safety Standing Committee regarding the administrative report dated October 14, 2024, entitled "Drouillard Road Underpass Recreational Trail Feasibility – Ward 5" and responds that at the time of the Active Transportation Master Plan it was considered a primary spine of the City and, from an engineering lens, almost anything is possible with enough funding. The level of detailed review was not undertaken at that time. A more fulsome feasibility review has been completed and it was resolved that it would be quite cost prohibitive for the value it might offer. Alternative cross-country solutions in lieu of the Wyandotte corridor for an east/west connection are being considered that come with significantly less cost and resources.

Councillor Kieran McKenzie inquires what the intention was for the stretch of Wyandotte at Drouillard road at the time of the Active Transportation Master Plan. Kathy Quenneville, Active Transportation Coordinator appears before the Environment, Transportation & Public Safety Standing Committee regarding the administrative report dated October 14, 2024, entitled "Drouillard Road Underpass Recreational Trail Feasibility – Ward 5" and responds that the Wyandotte corridor was designated as a multi-modal corridor. By that definition in the Active Transportation Master Plan, currently as the street stands, it is not feasible without significant cost. We have looked at the adjacent streets as a multi-modal bike way through that area.

Councillor Kieran McKenzie asks inquires what alternative is being proposed as an alternate solution to the lack of connectivity in the short to medium-term. Mr. Simpson responds that the Riverside Drive corridor Vista phase 2A completion timeline is 2028 and Vista phase 3A completion timeline is 2032. Routes further to the south of Wyandotte as outlined in the Active Transportation Master Plan are possible alternatives.

Councillor Kieran McKenzie inquires about how we are communicating our plan with the community, where are we with respect to the plan that was passed, and what we are doing to move forward. Mr. Simpson responds that the public was aware of the decision made by Council with the

Minutes

Environment, Transportation & Public Safety Standing Committee

Wednesday, October 30, 2024

Page 6 of 9

Wyandotte corridor. We are working towards delivery of the Riverside Drive corridor pathway. With respect to the alternative pathway to Wyandotte Street, once approved by Council, community education and outreach regarding available routes would be the next step.

Councillor Kieran McKenzie asks administration if there is a report coming forward regarding the east/west corridor in the near future. Mr. Simpson responds that a report related to another council question will be coming forward regarding the potential feasibility for a fourth alternative multi-use pathway along Riverside Drive concurrently with the vista project implementation.

Councillor Kieran McKenzie asks administration to confirm that there is no proposed work in the 10-year capital budget to address the intersection of Wyandotte Street and Drouillard Road. Mr. Simpson responds that is correct.

Councillor Kieran McKenzie inquires as to what the current life cycle of that intersection is. Mr. Simpson responds that more detailed information can be provided offline.

Councillor Kieran McKenzie inquires, when the report comes back, whether it will be part of the budget discussion or if there are available funds to implement small improvements and if there will be discussion surrounding additional features that can be added along the route if necessary. Mr. Simpson responds that we have reviewed the financing and believe that we have sufficient existing funds to do the necessary work that is not substantive that would significantly impact a future budget.

Councillor Renaldo Agostino inquires whether there is a plan in place to fix this underpass or are we waiting until it reaches end of life. Mr. Simpson responds that we want to ensure safety for motorists and pedestrians but must have significant regard for value for money with respect to improvements. It would be a large investment to make significant changes there.

Councillor Renaldo Agostino inquires whether the rail company would be involved in these improvements. Mr. Simpson responds that there would be an element of cost-sharing, but the timeline of the rail authority would also need to be considered.

Councillor Renaldo Agostino inquires whether now would be the time to initiate conversation with the rail authority. Mr. Simpson responds that they can initiate the conversation.

Councillor Gary Kaschak inquires whether administration has delved into the legislation surrounding active transportation and if we should pause discussion until we have clear direction from the province. Mr. Simpson responds that Bill 212 has gone through its first reading and details have not been communicated with the municipalities. Lane reductions that may negatively impact motorists can be interpreted many ways. Lane reductions can have a net positive impact for motorists and pedestrians alike. There may be a reduction in traffic capacity, but there are enhancements that can be gained with respect to collisions, hazards, etc. The City is awaiting further details from the province.

Councillor Mark McKenzie inquires whether the City should be concerned with remediating these bike lanes that have been implemented should the provincial legislation direct us. Mr. Simpson responds that the province is reaching out to municipalities for historical data from example projects to help shape what future regulation will look like. It is not likely that the province will force

Minutes

Environment, Transportation & Public Safety Standing Committee

Wednesday, October 30, 2024

Page 7 of 9

municipalities to undo what's in place and likely will grandfather arterial projects that have undergone a road diet.

Councillor Kieran McKenzie inquires whether the City should be considering accelerating the cycling infrastructure projects that are being contemplated to have them started prior to the legislation being passed. Mr. Simpson responds that the main focus is on the arterial roads where there may be lane reductions.

Councillor Fabio Costante inquires that since the implementation of the Active Transportation Master Plan in 2019, how far has the City come in achieving the objectives and goals of the ATMP as a percentage of completion. Mr. Simpson responds that is something that we can take an in depth look at the status of the ATMP implementation to date. We can bring a report back with regard to the specifics.

Moved by: Councillor Kieran McKenzie

Seconded by: Councillor Renaldo Agostino

Decision Number: **ETPS 1031**

THAT the report of the Active Transportation Coordinator dated October 14, 2024, entitled "Drouillard Road Underpass Recreational Trail Feasibility – Ward 5" **BE RECEIVED** for information; and,

THAT administration **BE DIRECTED** to report back with metrics, benchmarks, percentage of completion and implementation of the Active Transportation Master Plan (ATMP) regarding the objectives; and,

THAT administration **BE DIRECTED** to include information regarding the current progress of the Active Transportation Master Plan and the potential impact of changing legislation; and,

THAT administration **BE DIRECTED** to identify any different objectives and how they expect to achieve them in the same timeframe as the Active Transportation Master Plan.

Carried.

Report Number: S 143/2024

Clerk's File:MB/5531

8.5. CQ 14-2023 – Use of Rumble Strips in an Urban Environment – City Wide

Councillor Gary Kaschak requests that administration provide comments surrounding the use of rumble strips as a traffic calming measure in residential neighbourhoods. Ian Day, Acting Senior Manager of Traffic and Parking appears before the Environment, Transportation & Public Safety Standing Committee regarding the administrative report dated October 15, 2024, entitled "Response to CQ 14-2023 – Use of Rumble Strips in an Urban Environment – City Wide" and responds that provincial regulatory groups, Transport Association of Canada and the Ontario Traffic Manual have recommended that rumble strips should not be used in an urban environment and their effectiveness under 70 km/h shows to be minimal. With the use of this product in conjunction with other traffic calming methods, it has proven that there has been a reduction in accidents.

Minutes

Environment, Transportation & Public Safety Standing Committee

Wednesday, October 30, 2024

Page 8 of 9

Councillor Renaldo Agostino inquires whether administration has had any discussions with car manufacturers regarding available safety technology. Mr. Day responds that there has been some research undertaken regarding traffic and safety devices. The tactile response in new vehicles does not occur under speeds of 60 km/h.

Councillor Renaldo Agostino inquires whether there is a member of administration actively working on mapping on some of our streets. Mr. Day responds that most of the information is provided to mapping companies through the Ministry of Transportation of Ontario (MTO).

Moved by: Councillor Gary Kaschak

Seconded by: Councillor Mark McKenzie

Decision Number: **ETPS 1032** THAT the report of the Acting Senior Manager of Traffic and Parking dated October 15, 2024, entitled "Response to CQ 14-2023 – Use of Rumble Strips in an Urban Environment – City Wide" **BE RECEIVED** for information; and,

THAT administration **BE DIRECTED** to include information related to rumble strips in the coming report related to traffic calming.

Carried.

Report Number: S 144/2024
Clerk's File: ST2023 & ACOQ2024

9. TRANSIT BOARD ITEMS

None presented.

10. ADOPTION OF TRANSIT BOARD MINUTES

None presented.

11. QUESTION PERIOD

None registered.

Minutes

Environment, Transportation & Public Safety Standing Committee

Wednesday, October 30, 2024

Page 9 of 9

12. ADJOURNMENT

There being no further business, the Environment, Transportation & Public Safety Standing Committee is adjourned at 5:29 o'clock p.m. The next meeting of the Environment, Transportation & Public Safety Standing Committee will be held Wednesday, November 27, 2024.

Carried.

Ward 2 – Councillor Costante
(Chairperson)

Deputy City Clerk / Supervisor of Council
Services

Item No. 7.1



Committee Matters: SCM 330/2024

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



Essex-Windsor Solid Waste Authority Regular Board Meeting MINUTES

Meeting Date: Wednesday, July 10, 2024

Time: 4:00 PM

Location: Essex County Civic Centre
Council Chambers, 2nd Floor
360 Fairview Avenue West
Essex, Ontario N8M 1Y6

Attendance

Board Members:

Gary Kaschak –Chair	City of Windsor
Kieran McKenzie	City of Windsor
Jim Morrison	City of Windsor
Mark McKenzie	City of Windsor
Gary McNamara – Vice Chair	County of Essex
Hilda MacDonald	County of Essex
Michael Akpata	County of Essex

EWSWA Staff:

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

City of Windsor Staff:

Anne-Marie Albidone	Manager of Environmental Services
Shawna Boakes	Executive Director of Operations
Jim Leether	Manager of Environmental Services
Mark Spizzirri	Manager of Performance Management and Business Case Development

County of Essex Staff:

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

Absent:

Drew Dilkens	City of Windsor (Ex-Officio)
Fred Francis	City of Windsor

Rob Shepley

County of Essex (left at 4:36PM – in attendance for In-Camera meeting)

Tony Ardovini

Deputy Treasurer Financial Planning

1. Call to Order

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

2. Motion to Move In-Camera

Moved by Mark McKenzie

Seconded by Rob Shepley

THAT the Board moved into a closed meeting pursuant to Section 239 (2) (e) (f), and (k) of the Municipal Act, 2001, as amended for the following reason:

- (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board
- (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.
- (k) A position, plan, procedure, criteria, or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipally or local board.

**42-2024
Carried**

Moved by Gary McNamara

Seconded by Hilda MacDonald

THAT the EWSWA Board rise from the Closed Meeting at 4:36PM.

**50-2024
Carried**

3. Declaration of Pecuniary Interest

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

4. Approval of the Minutes

Moved by Mark McKenzie

Seconded by Hilda MacDonald

THAT the minutes from the Essex-Windsor Solid Waste Authority Regular Meeting, dated May 7, 2024, be approved and adopted.

**51-2024
Carried**

5. Business Arising from the Minutes

No items were raised for discussion.

6. Correspondence

- A. Town of Kingsville Resolution 101-05062024 Regarding Regional Organic Waste Collection and Processing Program

Moved by Gary McNamara
Seconded by Mark McKenzie

THAT the Board receive the correspondence as information.

**52-2024
Carried**

- B. Letter from eTracks – Collection Site Award of Excellence

The Manager of Waste Diversion was pleased to share that the Authority was recognized by eTracks with a Collection Site Award of Excellence. eTracks is one of six organizations that manage the recycling of tires on behalf of Producers.

Moved by Kieran McKenzie
Seconded by Mark McKenzie

THAT the Board receive the report as information.

**53-2024
Carried**

7. Waste Diversion

- A. EWSWA Material Recovery Facilities (MRFs) Lease Update

The Manager of Waste Diversion presented the status update report and recommendations regarding the Material Recovery Facility lease following the Transition of the Blue Box Program on August 28, 2024.

Kieran McKenzie asked if the agreement on cardboard still had to be negotiated.

The Manager of Waste Diversion stated this has been negotiated with HGC and Administration is satisfied as the agreement will generate revenue.

Moved by Jim Morrison
Seconded by Mark McKenzie

THAT the Board delegate authority to the General Manager of the Essex-Windsor Solid Waste Authority, in consultation with the Technical Staff Committee and Legal Services, to negotiate and execute, in the best interest of the region, the legal agreement(s) needed for the lease of the Container MRF

and the provision of recyclable materials processing services with HGC Management Inc. as described within this report.

**54-2024
Carried**

B. Tender Award for the Demolition and Removal of Material Recovery Facility Processing Equipment

The Manager of Waste Diversion stated that the purpose of the report is to recommend award for the Request for Tender (RFT) for the demolition and removal of processing equipment in the Fibre Material Recovery Facility (MRF) to HGC Management Inc. at the cost of \$100,000 exclusive of HST.

She explained that while bids were accepted for the demolition of processing equipment within the Container MRF, the Authority is not pursuing this at this time as it is evaluating a further use of this MRF.

As provided at the April 10th Board meeting, the cost to decommission the Fibre MRF will form part of the total project cost to construct the Windsor Source Separated Organics Transfer Station. The estimate for this project was included in the 2024 Operational Plan and Budget.

The Chair asked if there were any questions. No questions were asked.

Moved by Michael Akpata
Seconded by Gary McNamara

THAT the award the Request for Tender for the demolition and removal of the processing equipment in the Fibre Material Recovery Facility to HGC Management Inc. at a cost of \$100,000 exclusive of HST.

**55-2024
Carried**

C. Blue Box Transition Update

The Manager of Waste Diversion presented the report and provided an update on Essex-Windsor's Blue Box Transition process and identified items that Administration is currently finalizing in advance of the August 28th Transition date.

Moved by Mark McKenzie
Seconded by Kieran McKenzie

THAT the Board receive the report as information.

**56-2024
Carried**

D. County of Essex Council Decision Regarding the Addition of Rural Curbside Collection of Source Separated Organics for the Green Bin Program in the County of Essex

The General Manager presented the report and stated that on June 5, 2024, County of Essex Council resolved to approve the collection and processing of organic waste for households in rural settlement areas in all County municipalities.

The General Manager referred to the Town of Kingsville's resolution provided in Agenda Item 6A regarding the funding of the Green Bin program. At this same meeting, County Council also approved the proposed hybrid funding model outlined in the report. The County's Director of Finance will attend a future Board meeting as delegation to explain the financial impact on the Authority.

Kieran McKenzie asked if the Authority will be able to track the green bin material by municipality.

The General Manager confirmed that the waste generated in the green bin will be tracked by municipality.

Mr. Morrison asked will the municipality be billed for the exact number of houses in the municipality.

The General Manager stated that all single-family residences would be included in the program cost except those that are clearly unoccupied or under construction, those will not be included. However, similar to the blue program, if a resident chooses not to participate they will still be billed.

The Manager of Waste Diversion noted that Miller Waste will be tracking which residence sets out material and which doesn't. The Authority will then target those areas to promote participation. She noted that a lot of thought was put into the RFP to ensure a successful program.

Moved by Kieran McKenzie

Seconded by Gary McNamara

1. **THAT** the Authority Board receive the report as information.
2. **THAT** the Authority Board authorize the Chair and General Manager to execute the Contract with Miller Waste Systems Inc. for the curbside collection of source separated organics in both urban and rural settlement areas in all seven municipalities in the County of Essex.

57-2024
Carried

E. Four-Season 2022/2023 Residential Waste Audit Results

The Manager of Waste Diversion provided a summary of the residential waste audit results conducted by the auditor, AET Group Inc.

She highlighted the following results of the report:

- Participation in the garbage waste stream was approximately 81% and red and blue box approximately 65% each.
- Fall had the highest participation rate, whereas, summer had the lowest participation rate.
- Households that were audited set out almost one full 95-gallon garbage container per week, one full red box and $\frac{3}{4}$ full blue box container.
- 48% of the garbage waste stream was food waste and 18% was material that could have been diverted.
- The Authority's education programs are working. Residents were good at putting material in the correct bin.

The Authority has developed the following next steps based off AET's recommendations as a result of the audit:

- It is important to promote the Authority's depots and that dropping off items can be dropped for free.
- The Envirotips newsletter will include information about transition.
- Try to reduce garbage by 50% through the green bin program.
- The Authority is working with a marketing consultant on rebranding and refresh the Authority's brand as the current branding is focused on the blue box.
- Conduct another audit in five years to allow the Authority to compare the results of this audit and the impact of the green bin program and EPR.

Moved by Gary McNamara

Seconded by Kieran McKenzie

THAT the Board receive the report as information.

**58-2024
Carried**

F. RFP Result and Next Steps for a Source Separated Organics Transfer Station at the Essex-Windsor Regional Landfill

The General Manager presented the report and recommendations regarding the results of the Request for Proposals (RFP) for a source separated organics (SSO) transfer station at the Regional Landfill and advised the Board of the next steps for the project.

Mr. Morrison asked how long the material will be sitting before it is transferred to Seacliff Energy.

The Manager of Waste Diversion stated the material would ship within 24 hours or the same day due to odour and pests.

There were no further questions.

Moved by Mark McKenzie

Seconded by Michael Akpata

1. **THAT** the Board approve the recommendation to cancel the Request for Proposals RFP 2024-04-11 for engineering services for design and approvals for an SSO transfer station and MHSW depot upgrades at the Essex-Windsor Regional Landfill.
2. **THAT** the Board DIRECT Administration to report back on next steps for the SSO Transfer Station at the Essex-Windsor Regional Landfill.

**59-2024
Carried**

8. Waste Disposal

- A. Tender for the Construction of the Regional Landfill Cell 5 North – Award of Contract

The Manager of Waste Disposal presented the report regarding the tender for the construction of Cell 5 North at the Regional Landfill and recommended that the tender be awarded to Sterling Ridge Infrastructure Inc.

The Chair asked if there were any questions. No questions were asked.

Moved by Mark McKenzie

Seconded by Kieran McKenzie

THAT the Authority Board award the Request for Tender Contract 9-2024 for the Regional Landfill Cell 5 North Construction to Sterling Ridge Infrastructure Inc. with an upset limit in the amount of \$12,035,300 (plus HST) and that the Chair and General Manager be authorized to enter into an agreement in accordance with the tender documents.

**60-2024
Carried**

9. Finance and Administration

- A. 2024/2025 EWSWA Insurance

The Manager of Finance provided an update on the comprehensive insurance renewal for 2024/2025. There were no changes to any specific policies for the renewal period. He referred to the table on page 69 of the agenda package

which summarizes the various coverages and related premiums. There was an overall savings of approximately \$41,000 from the previous year.

Moved by Kieran McKenzie

Seconded by Jim Morrison

THAT the Board receive the report as information.

**61-2024
Carried**

10. New Business

The General Manager advised that the August meeting will be cancelled. Administration will provide updates on the promotion and education of Blue Box Transition via email. An update regarding Blue Box Transition will be provided at the September meeting.

11. Other Items

No items were raised for discussion.

12. By-Laws

A. By-Law 8-2024

Moved by Kieran McKenzie

Seconded by Mark McKenzie

THAT By-Law 8-2024, being a By-Law to Authorize the General Manager of the Essex-Windsor Solid Waste Authority, in consultation with the Technical Staff Committee and Legal Services, to negotiate and execute, in the best interest of the region, the legal agreement(s) needed for the lease of the Container MRF and the provision of recyclable materials processing services with HGC Management Inc.

**62-2024
Carried**

B. By-Law 9-2024

Moved by Michael Akpata

Seconded by Mark McKenzie

THAT By-Law 9-2024, being a By-Law to Authorize the Execution of an Agreement between the Essex-Windsor Solid Waste Authority and HGC Management Inc. for the Demolition and Removal of Processing Equipment in the Fibre Material Recovery Facility.

**63-2024
Carried**

C. By-Law 10-2024

Moved by Gary McNamara
Seconded by Jim Morrison

THAT By-Law 10-2024, being a By-Law to Authorize the Execution of an Agreement with Miller Waste Systems Inc. for the Curbside Collection of Source Separated Organics in both Urban and Rural Settlement Areas in all seven municipalities in the County of Essex

**64-2024
Carried**

D. By-Law 11-2024

Moved by Mark McKenzie
Seconded by Gary McNamara

THAT By-Law 11-2024, being a By-Law to Authorize the Execution of an Agreement between the Essex-Windsor Solid Waste Authority and Sterling Ridge Infrastructure Inc. for the Regional Landfill Cell 5 North Construction.

**65-2024
Carried**

E. By-Law 12-2024

Moved by Kieran McKenzie
Seconded by Mark McKenzie

THAT By-Law 12-2024, being a By-law to Confirm the Proceedings of the Board of the Essex-Windsor Solid Waste Authority be given three readings and be adopted this 10th day of July, 2024.

**66-2024
Carried**

13. Next Meeting Dates

Wednesday August 14, 2024 – Cancelled
Wednesday, September 11, 2024
Wednesday, October 9, 2024
Tuesday, November 5, 2024
Tuesday, December 3, 2024

14. Adjournment

Moved by Kieran McKenzie
Seconded by Jim Morrison

THAT the Board stand adjourned at 5:45PM.

**67-2024
Carried**

All of which is respectfully submitted.



Gary Kaschak
Chair



Michelle Bishop
General Manager

Item No. 7.2



Committee Matters: SCM 331/2024

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



Essex-Windsor Solid Waste Authority Regular Board Meeting MINUTES

Meeting Date: Wednesday, September 11, 2024

Time: 4:00 PM

Location: Essex County Civic Centre
Council Chambers, 2nd Floor
360 Fairview Avenue West
Essex, Ontario N8M 1Y6

Attendance

Board Members:

Kieran McKenzie	City of Windsor
Mark McKenzie	City of Windsor
Fred Francis	City of Windsor
Gary McNamara – Vice Chair	County of Essex
Michael Akpata	County of Essex
Rob Shepley	County of Essex

EWSWA Staff:

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

City of Windsor Staff:

Anne-Marie Albidone	Manager of Environmental Services
Shawna Boakes	Executive Director of Operations
Jim Leether	Manager of Environmental Services
Mark Spizzirri	Manager of Performance Management & Business Case Development
Tony Ardovini	Deputy Treasurer Financial Planning

County of Essex Staff:

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

Absent:

Drew Dilkens	City of Windsor (Ex-Officio)
Gary Kaschak –Chair	City of Windsor
Jim Morrison	City of Windsor
Hilda MacDonald	County of Essex

1. Call to Order

The Vice Chair called the meeting to order at 4:02 PM.

2. Motion to Move In-Camera

Moved by Fred Francis
Seconded by Kieran McKenzie

That the Board move into a closed meeting pursuant to Section 239 (2) (e) (f), and (k) of the Municipal Act, 2001, as amended for the following reason:

- (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board
- (f) advice that is subject to solicitor-client privilege, including communications necessary for that purpose.
- (k) A position, plan, procedure, criteria, or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipally or local board.

**68-2024
Carried**

Moved by Fred Francis
Seconded by Rob Shepley

That the EWSWA Board rise from the Closed Meeting at 4:31PM.

**71-2024
Carried**

3. Declaration of Pecuniary Interest

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

4. Approval of the Minutes

Moved by Kieran McKenzie
Seconded by Michael Akpata

That the minutes from the Essex-Windsor Solid Waste Authority Regular Meeting, dated July 10, 2024, be **approved and adopted**.

**72-2024
Carried**

5. Business Arising from the Minutes

No items were raised for discussion.

6. Delegation

A. Melissa Ryan, County of Essex, Director, Financial Services/Treasurer

Re: Funding Model for Regional Food and Organics Waste Management Program (Green Bin Program)

Ms. Ryan presented a report regarding County Council's preferred funding model for the regional Green Bin program and a recommendation that the Authority Board consider and approve the hybrid funding model.

She stated that on May 15, 2024, County Council directed County Administration to prepare a report to analyze different funding models for the Green Bin program. On June 5, 2024, after review of County Administration's proposed three funding model options, County Council approved the proposed hybrid model that combines the county levy-based funding model with a user fee methodology. In addition, County Council also directed County Administration to prepare a report that identifies their preferred funding model with the rationale and forward it to the EWSWA Board for their consideration.

Moved by Rob Shepley
Seconded by Mark McKenzie

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

That the Board **consider and approve** the hybrid funding model for the Green Bin Program as recommended by County Council.

That the Board **direct** its administration to work with County Administration and local municipalities to implement the hybrid funding model effectively.

**73-2024
Carried**

7. Waste Diversion

A. County of Essex Green Bin Program Funding Model Request

The General Manager noted the report was to provide additional information to Ms. Ryan's report. The request for the hybrid funding model will form part of the Authority's 2025 Operational Plan and Budget and be presented to the Board for consideration. Pending the approval of the Board the Budget will then have to be presented to both the City of Windsor and County Councils for approval per the agreement that created the Authority.

Moved by Fred Francis
Seconded by Rob Shepley

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

That the Board **receive** the report from the County of Essex titled Funding Model for Regional Food and Organics Waste Management Program (Green Bin Program).

That the Board **direct** Administration to include the preferred Hybrid Funding Model for the Regional Food and Organics Waste Management Program (Green Bin Program) as part of the 2025 Operational Plan and Budget to be presented to the EWSWA Board for their consideration.

**74-2024
Carried**

B. Supply and Distribution of Green Carts and Kitchen Containers RFP Results

The Manager of Waste Diversion presented the comprehensive report and the results of the RFP for the supply and distribution of Green Carts and Kitchen Containers and recommended that the RFP be awarded to IPL North America Inc.

A detailed overview of the both the cart and kitchen container was provided as well as the distribution plan for both phase one and two of the program launch.

IPL North America Inc. achieved the highest overall score as a result of the RFP evaluation process. The cost submitted to supply and distribute a 120 litre capacity cart, kitchen container and program information material to each household was \$73.09 exclusive of HST.

The Vice Chair asked if there were any questions.

Mr. Akpata asked where will the information on the Radio-Frequency Identification (RFID) tags be stored.

The Manager of Waste Diversion stated that it will be saved on the Authority database and the information will be secured.

Moved by Mark McKenzie
Seconded by Fred Francis

That the Authority Board **award** the Base Services of RFP 2024-06-25 for the supply and initial distribution of Green Carts and Kitchen Containers to the Preferred Proponent IPL North America Inc.

That the Authority Board **authorize** the Chair and General Manager to execute the Contract with IPL North America Inc. commencing upon award with distribution to households to occur in time for the Green Bin Program implementation in two phases; Phase 1: October 2025 and Phase 2: late 2026 for a period of five (5) years, with an option for renewal. Where, the Authority reserves the right to extend the Contract for four (4) additional, one-year

extensions or portions of a year thereof at the absolute unfettered discretion of the Authority, and such extensions shall be under the same terms and conditions as contained within the executed Contract.

**75-2024
Carried**

8. Waste Disposal

A. Large Volume Customer Contract – Waste Connections of Canada Inc.

The General Manager provided an overview of the report regarding the execution of a large volume disposal contract between the Authority and Waste Connections of Canada for the period September 1, 2024 to August 31, 2025.

Moved by Fred Francis
Seconded by Rob Shepley

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

**76-2024
Carried**

9. Finance and Administration

A. January to June 2024 – 6 Month Operations Financial Review

The Manager of Finance of Administration provided a six-month financial review of operating expenses and revenue and referred to the tables on pages 37 and 38 of the agenda package that highlighted the significant variances to the 2024 Operational Plan and Budget. He noted a favourable variance in revenue from the sale of recyclable goods due to an increase of the average price per tonne of material marketed. Revenue from Industrial/Commercial/Institutional (ICI) customers has decreased due to a decrease in tonnage delivered to the Regional Landfill for disposal. Administration will include a complete 2024 financial projection as part of the 2025 Operational Plan and Budget scheduled to be presented at the November Board meeting.

The Vice Chair asked if there were any questions. No questions were asked

Moved by Michael Akpata
Seconded by Kieran McKenzie

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

**77-2024
Carried**

10. New Business

No items were raised for discussion.

11. Other Items

No items were raised for discussion.

12. By-Laws

A. By-Law 13-2024

Moved by Kieran McKenzie
Seconded by Mark McKenzie

That By-Law 13-2024, being a By-Law to Authorize the Execution of an Agreement with IPL North America Inc. for the Supply and Initial Distribution of Green Carts and Kitchen Catchers to residents in Essex-Windsor for the new Green Bin Program, commencing upon award with distribution in two phases; Phase 1: October 2025 and Phase 2: late 2026 for a period of five (5) years, with the option to extend the Contract for four (4) additional, one-year (1) extensions or portions of a year thereof at the absolute unfettered discretion of the Authority and such extensions shall be under the same terms and conditions as contained within the executed Contract

**78-2024
Carried**

B. By-Law 14-2024

Moved by Kieran McKenzie
Seconded by Mark McKenzie

That By-Law 14-2024, being a By-law to Confirm the Proceedings of the Board of the Essex-Windsor Solid Waste Authority be given three readings and **be adopted** this 11th day of September, 2024.

**79-2024
Carried**

13. Next Meeting Dates

Wednesday, October 9, 2024
Tuesday, November 5, 2024
Tuesday, December 3, 2024

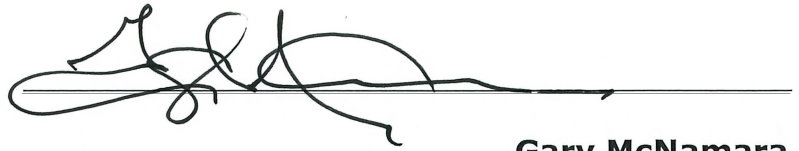
14. Adjournment

Moved by Michael Akpata
Seconded by Fred Francis

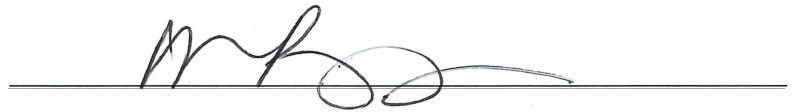
That the Board stand adjourned at 4:57 PM.

**80-2024
Carried**

All of which is respectfully submitted.



Gary McNamara
Vice Chair



Michelle Bishop
General Manager

Subject: 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

Reference:

Date to Council: November 27, 2024

Author: Chris Gerardi

Policy Analyst

519-255-6100 ext. 6830

cgerardi@citywindsor.ca

Public Works - Operations

Report Date: October 24, 2024

Clerk's File #: Z/14755 & Z/14754

To: Mayor and Members of City Council

Recommendation:

That report "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.

Executive summary:

N/A

Background:

Forming part of the decision made at the City Council Meeting on May 27, 2024, the following direction was given through CR227/2024 DHSC 609:

- VII. That administration **BE REQUESTED** to provide options to mitigate traffic impacts in the area and in the neighbourhood, to address the concerns of traffic entering the neighbourhood as a result of this proposed development.

Report Number: SCM 145/2024 & S 49/2024 8.18

Clerk's File: Z/14755 & Z/14754

This direction was given as part of a Zoning By-Law amendment related to a new 54-unit multiple dwelling development area at 835 Tecumseh Road East, 2148 Marentette

Avenue, and 2175 Parent Avenue proposed by the Giovanni Caboto Club (Caboto Club).

Discussion:

As with any larger development, the development in question is still subject to Site Plan Control (SPC). At the Zoning Consultation stage, Transportation Planning has requested a Traffic Impact Study (TIS) be prepared by a qualified transportation consultant. The TIS will perform traffic operation analysis as well as identify applicable improvements for future traffic consideration. The TIS must analyze the impact of new access onto Marentette Avenue as this proposal creates a new connection from the Caboto Club parking lot to Marentette Avenue. With this TIS report, City staff can enforce access rules consistent with Transportation Association of Canada and City of Windsor standards as well as address TIS recommendations.

Based on our preliminary evaluation, it is likely that Transportation Planning will deny any proposal that creates a new connection directly from the Caboto Club parking lot to Marentette Avenue. The development may have access from either Parent Avenue via the Caboto Club parking lot, or through an access onto Marentette Avenue. It might be possible that the applicant will propose some sort of mitigation measure that prevent egress from Caboto Club parking lot to Marentette Avenue while maintaining the dual access, for the purpose of this discussion we are going to simply consider the two options.

If the development chooses to pursue an access solely from the Caboto Club parking lot, the expected traffic entering through the neighbourhood to the west is expected to be none. If the development chooses to have access solely to Marentette Avenue, we expect most traffic volume to head north from the provided access and use the intersection of Marentette Avenue and Tecumseh Road East with minimal volumes choosing to head south through the neighbourhoods. Therefore, if there is a traffic issue, it likely would be based on pre-existing conditions and not because of the new development.

After reviewing the neighbourhood west of the proposed development, there is a possibility of cut through traffic from motorists attempting to bypass the intersection of Howard Avenue and Tecumseh Road East. Traffic volume assessment from 2021, shows 1054 vehicle per day passing traffic, on Marentette Avenue south of Tecumseh Road East. This number is only slightly over the 1000 vehicles per day we would expect to see on a local road. This study was the result of a traffic calming request that ultimately failed the residential survey. Residents have the option of submitting a traffic calming request if they choose.

To further address mitigating traffic entering this neighbourhood beyond directing city residents to City's Traffic Calming Policy, Administration has a few of options:

1. A traffic calming analysis be completed utilizing the existing staffing resources to conduct the study in house. This option may need a waiting time to complete the study as there are other prior studies in the queue.
2. A traffic calming analysis of the area be completed utilizing the assistance of an external consultant to perform the traffic calming, safety review and design in a timely manner.

In both cases, the neighborhood traffic calming plan may present tools such as curb extensions, lane narrowing or other options listed in the Traffic Calming Policy that could result in the reduction of on-street parking in the area for both residents and their visitors. The implementation of the resulting traffic calming plan is subject to fund availability.

Risk Analysis:

There are no risks related to receiving this report. Should the Council choose to move forward with option one, no cost is expected to complete a study. However, financial risks to proceeding with Option 2 above, are noted in the Financial Matters section.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

The estimated cost for the traffic calming analysis:

Option 1 – Traffic Calming Review and Design (internal staff) – no additional cost

Option 2 – Traffic Calming Review and Design (external) - \$10,000 - \$50,000.

Should Council choose to move forward with Option 2, the costs would be funded by way of pre-commitment of \$50,000 from Traffic Calming Initiatives Project identified for 2026. Pre-commitment of funds would attract internal financial charges until such time as the funding is received.

Until a design is completed under one of the options above, the resulting construction cost cannot be estimated for either option above. Based on limited funding in the existing 10-year project budget, it is possible that the budget would exceed available funding.

Consultations:

Ian Day (A) Senior Manager of Traffic Operation and Parking Services
 Mike Dennis Manager of Strategic Capital Budget Development and Control
 Cindy Becker Financial Planning Administrator – Public Works
 Gholamreza (Ray) Sayyadi,(A) Transportation Planning Senior Engineer
 Elara Mehriou Transportation Planner I

Conclusion:

This report offers options to address traffic issues in the neighbourhood west of the proposed Caboto Club development. Administration will use the Site Plan Control process to address issues related to the proposed access onto Marentette Avenue and to prevent additional surcharge. Options have also been presented to further review the potential traffic issues that could be affecting the neighbourhood. However, based on the results of a previous traffic study, Administration does not see evidence that a significant problem exists.

Planning Act Matters:

N/A

Approvals:

Mark Spizzirri	Manager of Performance Measurement and Business Case Development
Phong Nguy	(Acting) Executive Director of Operations
David Simpson	Commissioner of Infrastructure Services & City Engineer
Tony Ardovini	On behalf of Commissioner of Finance & City Treasurer
David Simpson	Acting Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:



Subject: Response to CQ 7-2024 - Converting Downtown One-Way Streets to Two-Way Streets – Ward 3

Reference:

Date to Council: November 27, 2024
Author: Clare Amicarelli
Transportation Planning Coordinator
519-255-6100 ext. 6463
camicarelli@citywindsor.ca

Public Works - Operations
Report Date: September 9, 2024
Clerk's File #: ST2024

To: Mayor and Members of City Council

Recommendation:

That report "Response to CQ 7-2024 - Converting Downtown One-Way Streets to Two-Way Streets – Ward 3" **BE RECEIVED** for information.

Executive summary:

N/A

Background:

On Monday, February 12, 2024, Councillor Agostino requested the following Council Question:

CQ 7-2024:

Asks that Administration look into changing some one-way streets downtown back into two-way streets. This has the potential to make our roads safer and bring more business downtown on Pellissier and McDougall, for example.

This report is provided in response to CQ 7-2024.

Some municipalities with a one-way traffic operation network are reviewing a two-way traffic system to determine whether consideration should be given to conversions. The recent trend has been to convert one-way street systems back to two-way operations as a means of calming traffic, primarily to improve the quality of life in residential areas as part of overall downtown revitalizations. The creation of one-way streets originates from when the mission was to move traffic in and out of downtown employment centers as quickly as possible. Therefore, road networks were reconstructed to accommodate a

mass amount of automobile traffic. These reconstructions came in the form of highways, thruways, and one-way streets.

This report provides a comparison of one-way versus two-way street systems for downtowns and presents an evaluation methodology for considering two-way conversion. The north/south one-way streets in the downtown area of Windsor are Janette Avenue, Bruce Avenue, Dougall Avenue, Victoria Avenue, Pelissier Street, Glengarry Avenue, and Aylmer Avenue, and the east/west one-way streets are Pitt Street, and Chatham Street.

Overall, the desired outcome of converting Windsor's one-way streets to two-way, is to improve livability within the community; the outcome must be intended to result in a safer, more active environment and provide for a more livable local community. Opinions and studies on the feasibility and necessity of two-way conversions vary widely, as demonstrated in the Discussion section.

Discussion:

The review for potential conversion(s) must consider various criteria impacts to ensure one road user or factor is not being negatively impacted due to the conversion. In other words, the conversion to a two-way system should not prioritize some factors and sacrifice others. For example, a two-way conversion should not be implemented to prioritize vehicular transportation and businesses while not considering the impacts on other road users such as pedestrians and cyclists. The ultimate decision on whether to convert all one-way streets downtown to two-way streets will depend on the benefits of conversion for all road users and if there are many positive effects on the following criteria listed below.

Capacity, Speed, Travel Time and Distance, Downtown Visitors

Compared to two-ways, one-way systems can accommodate 10% to 20% more traffic on the street, which can translate into fewer lanes and fewer through streets within a one-way grid system, or alternatively, the option to use any surplus capacity/space for other purposes (i.e., dedicated parking lanes, bicycle lanes, wider sidewalks). Furthermore, with one-way streets, congestion and delay are reduced for all modes of transportation, including pedestrians, vehicles and transit, since the signal timing cycle length can be much shorter and the additional signal phases to accommodate left-turn movements are unnecessary.

However, one-way streets have been observed to have higher speeds compared to two-way streets since there is less friction, lowered risk of head-on collisions, and greater lane widths, which create a comfortable feeling for drivers to speed. Although one-way streets tend to have less delay due to signal progression, one-ways may have out-of-direction travel which causes additional travel time, additional vehicle miles of travel, and an increase in the number of turning movements.

Lastly, one-way streets do not pose a major inconvenience for commuters and regular visitors to the downtown as these motorists have learned the downtown network and know the "best route" to their destination. However, occasional visitors to downtown are often confused and disoriented on encountering a one-way street network.

Intersection Signalization

Converting a one-way network to two-way influences the overall traffic network and traffic volumes; therefore, it is possible that a signal may no longer be warranted at an intersection that is currently signalized. If an all-way stop is warranted for the intersection with the conversion to a two-way, then it is possible that the conversion to two-way systems can eliminate some traffic signals in favor of all-way stop signs. In addition, the effect on vehicle queue lengths at each intersection, and the need for turn lanes would need to be determined. Furthermore, each intersection must be reviewed and analyzed to identify any sight line issues and determine the need for removal of those sight obstructions (i.e. on-street parking spaces, trees, shrubbery, landscaping objects, etc.). Any newly signalized intersections required to accommodate two-way traffic will require the addition of traffic poles and signal heads with the associated underground infrastructure.

Land Use, Parking, Signage and Pavement Markings

One-way street systems may be appropriate in highly developed central business districts where it is important to accommodate motor vehicle traffic and maintain good service for pedestrians and cyclists, whereas two-way street systems may be more appropriate in less highly developed central business districts where the emphasis is placed more on livability than serving traffic.

The most effective option is to implement a street system that best fits the needs of the specific area, recognizing that one system does not fit all conditions. In addition, where the two-way system will have three lanes due to the need for a centre left turning lane, there is a high probability that any existing on-street parking must be removed due to the limited amount of right-of-way width available. Or, if new bus stop locations are required due to the one-way to two-way conversion, this may result in loss of existing parking spaces due to a 25-foot parking removal clearance from the transit stops.

Furthermore, the conversion from a one-way system to a two-way system will require sign and pavement marking changes. Sign changes could include the removal or installation of stop signs, removal of one-way signage and do not enter signage, and installation of turning lane signage, while pavement marking changes could include painting stop bars, removing on-street parking space markings, painting through and/or turning arrow pavement markings, and removing or altering painted active transportation markings.

Active Transportation

While one-way to two-way conversions have benefits, it is much more feasible to have high-quality cycling facilities on one-way streets compared to two-way streets due to the right-of-way width availability.

Administration is currently undertaking the Victoria and Pelissier bikeway projects, which are identified in the Active Transportation Master Plan as a high priority bikeway. These projects aim to provide a connection to future bikeways on University Avenue

and Shepherd Street and attract active transportation users to the downtown core. If Victoria Avenue and Pelissier Street are converted from one-way streets to two-way streets, it will not be feasible to maintain both on-street parking and the active transportation facilities planned within these bikeway projects, thereby, removing the opportunity to provide that active transportation facility to the downtown core.

Another benefit to maintaining one-way street systems is that they limit the number of motor vehicle movements at intersections and simplify decision-making for motorists, cyclists and pedestrians, especially the elderly and those with accessibility needs. One-way streets keep streets narrow and allow simpler signal phasing, both of which contribute to short traffic signal cycle lengths and short pedestrian crossings. Although there are benefits for pedestrians of one-way street systems, due to the configuration of one-way streets and two-way streets, one-way streets have sixteen possible conflict points between a vehicle and pedestrian, while two-way streets have only two conflict points between a vehicle and pedestrian. In addition, pedestrians who must travel in the same direction as the one-way vehicular traffic will always have adjacent traffic coming behind them regardless of which side of the street they choose to walk on. This has the potential to make pedestrians feel less safe walking on one-way streets versus two-way streets.

Accident Potentials

With one-way systems, the pedestrian has fewer directions to be concerned about at intersections involving one-way streets, and drivers have fewer potential conflicts to process, which can therefore give more awareness to pedestrian safety. One-way streets also have fewer conflicting turning movements at their intersections, reducing the chance for a through vehicle to encounter a turning vehicle.

However, at intersections of two-streets that are each two-way, pedestrians have an expectation of potential vehicular conflicts with their path as they cross the intersection. These expectations can be different at the intersection of one-way streets, which may create a less safe pedestrian environment. Additionally, although intersections of two-way streets have more conflicting maneuvers, one-way streets correlate with decreased levels of driver attention. Even though one-ways have more conflict points, studies have shown reduced left turn accidents with one-way systems since drivers can turn left without a median.

Overall, it is difficult to determine if one-way streets or two-way streets are safer, since before and after studies in other cities that have converted from one-way to two-way traffic had potential accident increases on some streets and accident decreases on other streets.

Trucks, Transit, Garbage Collection, Emergency Response

For a two-way conversion, truck and transit operations will be largely unaffected on the one-way streets that are not an existing truck route or bus route respectively. However, for one-way streets that are designated routes, there is the potential that the truck and transit operations will require rerouting due to the street converting to a two-way. In addition, any delays experienced by the garbage trucks interrupting traffic flow on the converted two-way streets will be infrequent and comparable to other areas of the city.

Furthermore, since two-ways have narrower lane widths than a one-way, two-ways may limit the ability of motorists to pull over and move out of the way of an emergency response vehicle. However, since two-way streets provide a more direct path to and from destinations and more direct access to a property, some studies indicated that one-way streets are less convenient for emergency response. Even so, this effect may be offset by better signal progression traveling along one-way streets. Additionally, when a collision or other incident closes a street, one-way systems require more distant detours than two-way networks, in which a shift of a single block will suffice.

Air and Noise Pollution

Since one-way street networks have out-of-direction travel, which increases the average driving distance between any paired origin-destination points, this will result in more vehicle miles traveled (VMT). Increased VMT means increased fuel consumption, greenhouse gas emissions, and noise pollution. The direct result of this recirculation is an increase in traffic volumes on a given segment or intersection within a one-way system, and a corresponding degradation in air quality within the downtown.

Alternatively, coordination of traffic signals is more easily attained for one-way streets; this results in improved traffic and bus transit flow with fewer stops, less idling, and lower emissions. In comparison with two-way streets, it is important to note, the traffic signal timing on two-way streets forces vehicles to stop more frequently than on one-way streets. Having vehicles start and stop more times, contributes to an increase in greenhouse gas emissions and downtown air and noise pollution.

Overall, additional studies will be required to determine the deterioration level of air quality for the entire proposed area and noise disturbance level for the residential area.

Economic Viability

Current literature on urban street network design emphasizes that two-way streets create higher levels of economic activity and improve the livability of downtown areas. For example, stores on the cross streets whose facades face the direction of flow are not seen by passing drivers on one-way streets, making two-way streets better for local businesses that depend heavily on pass-by traffic. Additionally, traffic signal timing on two-way streets forces vehicles to stop more frequently than one-way streets, giving drivers more exposure to local businesses. By increasing the direction of vehicle access and range of vehicle turning movements to and from adjacent uses, and ultimately slowing vehicle travel speed, the impacts of vehicles on adjacent land uses is less for two-way streets, creating the potential for calmer communities with two-ways.

Furthermore, one-way streets appear to have higher crime rates. The causes of this relationship are many, however it is important to note that one-ways provide “shadow zones” between buildings in which people can hide. With the reduction of speeding and crime on the two-way streets, this can cause property values to increase dramatically.

As mentioned earlier in the report, it is much more feasible to have high-quality cycling facilities on one-way streets compared to two-way streets due to the right-of-way width available. Since the addition of bike lanes have been shown to increase economic

viability to commercial areas, one-way streets have the potential to become more economically viable if bike lanes are added.

Risk Analysis:

There is no risk to receiving this report for information.

Climate Change Risks

Climate Change Mitigation:

As mentioned in the air and noise pollution section of this report, converting one-way streets to two-way streets increases the number of stops vehicles must make. Increasing the number of times vehicles start and stop, contributes to an increase in idling, greenhouse gas emissions and as a result, downtown air and noise pollution.

Although the potential conversion to two-way streets will increase the number of stops and therefore contribute to air pollution, signal progression can often be maintained on two-way streets to favor the peak direction movement during the morning and afternoon peak hours with minimal effect on through-vehicle delay or the capacity of the network.

Climate Change Adaptation:

N/A

Financial Matters:

There is no cost associated with receiving the report for information.

The preliminary estimated conversion study and construction costs associated with a large-scale implementation project such as the two-way conversion of nine one-way streets in Windsor’s downtown area, would be significant as shown in Table 1.

Table 1: Approximate Cost Estimate for One-Way to Two-Way Street Conversions (9)

Stage of Conversion Project	Components of Stage	Total Estimated Cost for All 9 One-Way Street Conversions in Downtown Windsor (Excluding HST)
Study	Phase 1 – Existing Conditions Assessment: <ul style="list-style-type: none"> • Traffic data collection • Infrastructure inventory • Stakeholder engagement • Engineering and contract administration Phase 2 – Conversion Analysis: <ul style="list-style-type: none"> • Traffic operations analysis • Assessment of signals infrastructure 	\$150,000

	<ul style="list-style-type: none"> • Signage and pavement markings • Geometric review • Cost estimates • Summary memo Phase 3 – Implementation Support: <ul style="list-style-type: none"> • Public outreach and engagement • Implementation strategy 	
Construction	<ul style="list-style-type: none"> - Traffic control installations and removals - Intersection upgrades to existing signals (converting existing signals from one-way operations to two-way operations) - Pavement markings - Signage changes - Reconfiguration of unique intersection at Glengarry Ave, Aylmer Ave and Cataragui St - Other civil works, such as sewer work, or new concrete pads or passenger amenities for new bus stops 	\$2,000,000 - \$5,300,000
TOTAL		\$2,150,000 - \$5,450,000

It is important to note there would be duplication of some costs incurred by completing the project in phases. For instance, aside from the civil works needed for an interim phase and final phase, other items for the project such as the report would also have to be written multiple times if the project is done in phases. There are also many efficiencies with studying multiple corridors simultaneously since many of the materials can be reused for each of the corridors. Furthermore, the duration of the study will depend largely on the number of the corridors being reviewed and the availability of traffic data. However, it is estimated that the review of one corridor can be completed within 6 months and the completion of a study of all 9 corridors can be completed within 12 months.

The study could be an area-wide study or a corridor study; although it could be better to study individual corridors, this would cost more as there would be increased public meetings, etc. It is important to note that the civil works can also include sewer work and catch basin relocations in addition to repaving, changes to signals etc., and sewer work will add significant costs to the construction fees.

In addition to the study and construction costs, there are also ongoing maintenance costs that must be accounted for such as the maintenance of signs and signals and refresh of paint markings. Full funding for ongoing maintenance related to the two-lane roadways may not be available in the Traffic Operations operating budget. Operating budget increases would be required to fund ongoing maintenance.

Overall, there is no capital funding included in the current 10-year capital plan for a study of this nature, nor the construction required for the conversion(s). Should Administration be directed to proceed with this work, funding for the study, construction and maintenance of this work would be considered as part of future Capital and Operating Budgets.

Consultations:

- Kathleen Quenneville, Active Transportation Coordinator
- Jason Scott, Manager of Transit Planning
- Ian Day, Senior Manager of Traffic Operations and Parking
- Jim Leather, Manager of Environmental Services
- Roberta Harrison, Maintenance Coordinator
- Chris Werstein, Executive Officer Inspector
- Stephen Laforet, Fire Chief
- Cindy Becker, Financial Planning Administrator, Public Works
- Mike Dennis, Manager of Strategic Capital Budget Development and Control

Conclusion:

Based on published literature, there is no blanket answer to the topic of converting one-way streets to two-way streets and vice versa. There is also no clear viable solution based on the differing results of studies from other municipalities. This topic requires subjective evaluation as each City and road network segment is different and different organizations define various criteria and metrics to explain their goals and measure their success. For example, lane conversion for streets that are predominantly residential is different than streets that are predominantly commercial, so this will influence different goals and metrics. Therefore, each street considered for the lane conversion project must be evaluated separately to properly evaluate each. There is no such “one size fits all” approach as a variety of socioeconomic, environmental and technical factors are involved.

In addition, the proposed lane-conversion study must weigh the benefits of two-way travel against any trade-offs associated with other factors such as parking and active transportation. The study must look at achieving the safety and business thriving goals in addition to active transportation goals and walk-ability and bike-ability as an overall study. The study would need to determine if a conversion to a two-way system can help achieve those goals. However, the study must ensure each of the goals are reached and not simply look at changing one-ways to two-ways with potentially creating issues with any of the other factors because of that conversion.

Furthermore, public involvement is essential in making a decision that will have very significant impacts on users. The decision to implement a one-way or two-way roadway requires trade-offs and understanding the priorities of the public allows the evaluation study to appropriately weigh the potential impacts.

Approvals:

Name	Title
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Mark Spizzirri	Manager of Performance Measurement and Business Case Development
Phong Nguy	(A) Executive Director of Operations / Deputy City Engineer
David Simpson	Commissioner of Infrastructure Services & City Engineer
Tony Ardovini	On behalf of Commissioner of Finance & City Treasurer
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email
Councillor Agostino		

Appendices:

Appendix A - Ward 3 One-Way Streets Characteristics

Appendix A: Ward 3 One-Way Streets Characteristics

Table A1:

Street	Ward
Janette Avenue	3
Bruce Avenue	3
Dougall Avenue	3
Victoria Avenue	3
Pelissier Street	3
Glengarry Avenue	3
Aylmer Avenue	3
Pitt Street	3
Chatham Street	3

Table A2:

Street	Boundaries
Janette Avenue	Riverside Dr W to Tecumseh Rd W
Bruce Avenue	Riverside Dr W to Tecumseh Rd W
Dougall Avenue	Wyandotte St W to Tecumseh Rd W
Victoria Avenue	University Ave W to Pine St
Pelissier Street	Chatham St W to Erie St W
Glengarry Avenue	Riverside Dr E to Cataraqui St
Aylmer Avenue	Riverside Dr E to Cataraqui St
Pitt Street	Caron Ave to McDougall St
Chatham Street	Caron Ave to McDougall St

Table A3:

Street	Direction of Travel
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Janette Avenue	Southbound
Bruce Avenue	Northbound
Dougall Avenue	Southbound
Victoria Avenue	Southbound
Pelissier Street	Northbound
Glengarry Avenue	Southbound
Aylmer Avenue	Northbound
Pitt Street	Eastbound
Chatham Street	Westbound

Table A4:

Street	Number of Travel Lanes
Janette Avenue	2 (Riverside Dr W to Pitt St W) 1 (Pitt St W to Hanna St W) 2 (Hanna St W to Tecumseh Rd W)
Bruce Avenue	2 (Riverside Dr W to University Ave W) 1 (University Ave W to Tecumseh Rd W)
Dougall Avenue	1 (Wyandotte St W to Tecumseh Rd W)
Victoria Avenue	2 (University Ave W to Pine St)
Pelissier Street	2 (Chatham St W to Park St W) 3 (Park St W to Maiden Lane W) 2 (Maiden Lane W to Elliot St W) 1 (Elliot St W to Erie St W)
Glengarry Avenue	3 (Riverside Dr E to University Ave E) 2 (University Ave E to Brant St) 3 (Brant St to Wyandotte St E) 2 (Wyandotte St E to Cataraqui St)
Aylmer Avenue	3 (Riverside Dr E to Chatham St E)

	2 (Chatham St E to Cataraqui St)
Pitt Street	3 (Caron Ave to Bruce Ave) 2 (Church St to Dougall Ave – Private Rd) 3 (Dougall Ave – Private Rd to Ferry St) 2 (Ferry St to Goyeau St) 2 (Goyeau St to McDougall St)
Chatham Street	2 (Caron Ave to McDougall St)

Table A5:

Street	Parking Limitations
Janette Avenue	Combination of: - no parking - on-street permit parking area - alternate side no parking and - limited parking
Bruce Avenue	Combination of: - no parking - alternate side no parking and - personal accessible parking
Dougall Avenue	Combination of: - no parking, alternate side no parking - on-street designated accessible parking - no stopping or parking and - school bus loading zones
Victoria Avenue	Combination of: - no parking - alternate side no parking - on-street designated accessible parking

	<ul style="list-style-type: none"> - no stopping or parking - street meters - limited parking - on-street permit parking area - angle parking and - school bus loading zones
Pelissier Street	<p>Combination of:</p> <ul style="list-style-type: none"> - no parking - loading zones - on-street designated accessible parking - no stopping or parking - street meters - limited parking and - on-street permit parking area
Glengarry Avenue	<p>Combination of:</p> <ul style="list-style-type: none"> - no parking - limited parking and - on-street permit parking area
Aylmer Avenue	<p>Combination of:</p> <ul style="list-style-type: none"> - no parking - loading zones and - on-street permit parking area
Pitt Street	<p>Combination of:</p> <ul style="list-style-type: none"> - no parking - loading zones - on-street designated accessible parking - no stopping or parking - street meters

	<ul style="list-style-type: none"> - limited parking - tow away areas and - on-street permit parking area
Chatham Street	<p>Combination of:</p> <ul style="list-style-type: none"> - no parking - loading zones - on-street designated accessible parking - no stopping or parking - street meters - limited parking - tow away areas - taxicab stands and - on-street permit parking area

Table A6:

Street	Existing Cycling Infrastructure
Janette Avenue	Bike lane within pavement
Bruce Avenue	Bike lane within pavement
Dougall Avenue	No existing cycling infrastructure
Victoria Avenue	No existing cycling infrastructure
Pelissier Street	No existing cycling infrastructure
Glengarry Avenue	No existing cycling infrastructure
Aylmer Avenue	No existing cycling infrastructure
Pitt Street	No existing cycling infrastructure
Chatham Street	No existing cycling infrastructure

Table A7:

Street	Proposed Cycling Infrastructure

Janette Avenue	Not identified for further cycling infrastructure within Active Transportation Master Plan (ATMP)
Bruce Avenue	Not identified for further cycling infrastructure within ATMP
Dougall Avenue	Wyandotte St W to Ellis St W not identified for bicycle facility within ATMP Ellis St W to Tecumseh Rd W identified as a future protected bike lane within ATMP
Victoria Avenue	University Ave W to Erie St W planned for buffered bike lane Erie St W to Pine St planned for sharrows
Pelissier Street	Chatham St W to University Ave W not identified for bicycle facility within the ATMP University Ave W to Erie St W planned for buffered bike lane
Glengarry Avenue	Not identified for bicycle facility within ATMP
Aylmer Avenue	Not identified for bicycle facility within ATMP
Pitt Street	Not identified for bicycle facility within ATMP
Chatham Street	Not identified for bicycle facility within ATMP

Table A8:

Street	Right-of-Way Width
Janette Avenue	21.3m (From Riverside Dr W to Ellis St W) 20.1m (From Ellis St W to Tecumseh Rd W)
Bruce Avenue	21.3m (From Riverside Dr W to Tecumseh Rd W)
Dougall Avenue	20.1m (From Wyandotte St W to Tecumseh Rd W)

Victoria Avenue	27.4m (From University St W to Erie St W) 25.6m (From Erie St W to Pine St W)
Pelissier Street	18.3m (From Chatham St W to Erie St W)
Glengarry Avenue	27.4m (From Riverside St W to Cataraqui St W)
Aylmer Avenue	30.5m (From Riverside St W to Cataraqui St W)
Pitt Street	20.1m (From Caron Ave to Goyeau St) 16.2m (From Goyeau St to McDougall St)
Chatham Street	20.1m (From Caron Ave to McDougall St)



Subject: Response to CQ 5-2021 - Update on Effectiveness of Wintertime Signage for Pedestrian Walkways

Reference:

Date to Council: November 27, 2024
Author: Roberta Harrison
Coordinator, Maintenance
roharrison@citywindsor.ca
(519) 255-6560 ext. 4241
Public Works - Operations
Report Date: October 29, 2024
Clerk's File #: SW2024

To: Mayor and Members of City Council

Recommendation:

THAT the report in response to CQ 5-2021 *"Update on Effectiveness of Wintertime Signage for Pedestrian Walkways"* **BE RECEIVED** for information.

Executive Summary:

N/A

Background:

On March 8, 2021, Councillor Kaschak asked the following Council Question:

CQ 5-2021:

"As Ward 8 & Ward 7 & Ward 6 to some degree have a number of pedestrian walkways that are in the Fontainebleau & Forest Glade areas for the most part that are not being maintained from a Winter maintenance standpoint as no snow removal or salting is being done by any City department & thus this puts the City into a 311 complaint & potential liability situation.

I ask that Administration prepare a report to be brought to Council prior to the next Winter season December 2021 to determine if these walkways are part of our Asset Management Plan moving forward & thus to be maintained all seasons of the year and especially during winter by our Parks or Public Works Department OR the procedure of how City Administration would move forward to close the remaining pedestrian walkways in Ward 8 and potentially the rest of the City to eliminate resident complaints & City of Windsor liability."

Discussion:

Council Report: S 110/2021 was prepared in response to CQ 5-2021. On October 4, 2021, Council approved the addition of wintertime signage at 31 pedestrian inter-block walkways. (Decision Number: ETPS 858).

Administration was directed to monitor the effectiveness of these signs over a two-year period, with funding of \$18,600 approved from the Budget Stabilization Reserve Fund for sign installation and inspection costs.

Since the installation of "Path Closed For Winter / No Winter Maintenance" signage at 31 walkways (62 signs), no complaints have been received from residents regarding the closed walkways. This suggests that the signage has successfully informed the public about the walkways' wintertime closure, effectively reducing potential liability and managing public expectations

Risk Analysis:

The absence of complaints, coupled with proper signage, suggests that the moderate health and safety risks identified in the report S 110/2021 were adequately mitigated without requiring additional winter maintenance.

Climate Change Risks

Climate Change Mitigation:

N/A

Climate Change Adaptation:

N/A

Financial Matters:

The signage has proven to be a cost-effective way to manage these areas. The \$18,600 allocated was sufficient, and no further budget increases were necessary for snow removal or walkway maintenance. Any future costs to maintain the signage will be absorbed within the Winter Control budget.

Consultations:

Cindy Becker, Financial Planning Administrator, Operations

Rob Slater, Executive Initiatives Coordinator

Dave Nicholls, Manager Parks Operations

Conclusion:

The installation of signage has proven to be an effective measure in managing the City's liability and safety concerns during the winter on the 31 pedestrian walkways.

Approvals:

Name	Title
Roberta Harrison	Coordinator, Maintenance
Mark Spizzirri	Manager, Performance Measurement & Business Case Development
Phong Nguy	(Acting) Executive Director of Operations
David Simpson	Commissioner, Infrastructure Services and City Engineer
James Chacko	Executive Director, Parks, Recreation & Facilities
Janice Guthrie	Commissioner, Finance & City Treasurer
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:



Subject: Tabling of the Sandwich South: Sustainable Neighbourhood Action Plan (SSSNAP) - City Wide

Reference:

Date to Council: November 27, 2024
Author: Michelle Moxley-Peltier
Community Energy Plan Administrator
Environmental Sustainability and Climate Change
519-255-6100 ext. 6109
mmoxleypeltier@citywindsor.ca

Author: Matthew Johnson
Executive Director, Economic Development &
Environmental Sustainability and Climate Change
519-255-6100 ext. 6495
Report Date: 11/7/2024
Clerk's File #: E/10822

To: Mayor and Members of City Council

Recommendation:

- I. That the Sandwich South: Sustainable Neighbourhood Action Plan Summary Report (Appendix A), **BE RECEIVED FOR INFORMATION**; and
- II. THAT the Sandwich South: Sustainable Neighbourhood Action Plan Summary Report (Appendix A) **BE PROVIDED** to the Environment and Climate Change Advisory Committee.

Executive Summary:

N/A

Background:

As acknowledged in the Community Energy Plan (CEP) (2017), many cities in Canada and around the world are taking the opportunity to proactively plan neighbourhood developments as Net-Zero energy or emissions areas. Greenfield lands and large redevelopment sites represent opportunities to plan and design Net-Zero neighbourhoods, as such CEP Enabling Strategy #4 was to research and develop potential options to guide a net zero neighbourhood as an opportunity for transformational change at a neighbourhood scale.

In September 2020, City Council endorsed the recommendations regarding CEP Strategy #4 from Administration including providing direction to submit a grant application for the development of a Sustainable Neighbourhood Action Plan to the Federation of Canadian Municipalities' (FCM) Green Municipal Fund (CR544/2020).

In May 2022, the City of Windsor signed a grant agreement with FCM to develop a Sandwich South: Sustainable Neighbourhood Action Plan (SSSNAP) document that would outline themes for consideration as well as potential actions that Administration could consider when developing this plan

Discussion:

The SSSNAP was developed with community engagement through in-person workshops, online surveys, and virtual discussions. Internal engagement took place with City staff from Economic Development and Climate Change; Transportation Planning; Planning; Building; Engineering; Asset Planning; Housing; Parks and Natural Areas; and Transit Windsor as members of the Project Working Team. Members of Windsor City Council also provided input and feedback as part of the engagement process.

The SSSNAP Guiding Themes:

The five Themes of the SSSNAP include:

1. Natural Environment and Green Infrastructure
2. Green Jobs and Economy
3. Climate Leadership and Green Energy
4. Sustainable Transportation and Mobility, and;
5. Community, Land Use and Design.

The plan outlined how Sandwich South could be a sustainable and climate-oriented neighbourhood in Windsor. Its planning and development will provide a replicable model of sustainable community-building for the City and surrounding region. The draft plan includes potential actions for Sandwich South that include:

- Connection to the broader City with sustainable travel options that are safe and inviting;
- Options for infrastructure and buildings that reduce carbon impacts; and
- Opportunities to leverage green spaces for biodiversity, community resilience, and climate mitigation and adaptation.

The Sandwich South community and Windsor's green economy may be mutually supportive, and could create meaningful connections between local innovators and industry employers, educational institutions, and the potential for sustainable housing.

The sustainability values on which Sandwich South is planned and developed could attract existing and new Windsor residents, offering a full range of mobility options and opportunities to live, work, and play, thereby instilling a lasting sense of pride and long-term commitment to the area.

What Success Looks Like:

A goal of SSSNAP is to work towards a harmonious balance among natural, economic, and community priorities. By adopting the suggested potential actions, the natural environment may flourish through habitat protection, biodiversity-friendly infrastructure, and stormwater management aligned with climate resilience. Green jobs and the local economy could see growth if development in the area integrates low-impact development (LID) strategies and collaborates with local institutions, positioning Windsor as a hub for sustainable innovation. Climate leadership could be encouraged to demonstrate low-carbon energy initiatives, continued cooperation with municipal, provincial and federal authorities and LID developments. As noted in the summary report sustainable transportation may include active mobility and transit options. In concert through the Planning Department land use and design could offer diverse, affordable housing in energy-efficient developments, fostering a community where residents could meet daily needs within a connected, people-centered environment.

The draft plan identifies 92 potential actions for consideration as guiding principles to achieve the overall vision, and the goals under the five themes. Some potential actions may be more likely to succeed than others, and not all can be feasibly completed at once, or even in the near term; however by taking a proactive approach and identifying opportunities and best practices, the City of Windsor and our community have already taken steps in a positive direction.

Risk Analysis:

Timing risk: Under the City's funding agreement with FCM, the deadline for the completion of this project and the final report to FCM is the end of 2024.

Implementation risk: There is a risk that community expectations for this plan may be unachievable for various reasons, including the challenge of balancing differing levels of ambition from community members, limitations of municipal jurisdiction, authority defined by senior levels of government, and reliance on contributions from third parties. The draft plan tries to balance the expectations of all currently engaged by setting a framework that can be actioned and adjusted as dynamics and resources change.

Climate Change Risks

Climate Change Mitigation:

The SSSNAP envisions a sustainable and climate-oriented neighbourhood and aligns with Windsor's broader climate goals, emphasizing the long-term delivery of green infrastructure, renewable energy, sustainable transportation, environmentally focused urban design and enabling green economic activity.

Climate Change Adaptation:

The SSSNAP integrates the City's climate change adaptation objectives, addressing the specific needs of the local community and incorporates actions to build climate resilience.

Financial Matters:

The funding for the Sandwich South Sustainable Neighbourhood Action Plan was previously approved through CR544/2020. The FCM grant covers 50% of the costs up to \$146,000.

The budget for the Sustainable Action Plan was estimated at \$292,000. The City of Windsor was awarded an FCM GMF grant (GMF 17962 grant) equal to \$146,000 or 50% of the eligible costs which ever is less. Remaining project funding include \$22,500 of in-kind contribution from the City of Windsor (staff remuneration), and \$123,500 transferred from the Climate Change Reserve Fund (#223) to the Sustainable Action Plan (Project ID # 7224005) (CR187/2020, CR544/2020).

Grant disbursement for GMF 17962 grant will be provided to the City, within 30 days of confirming that the City has met all FCM's conditions, to FCM's satisfaction. The City has a deadline of Tuesday December 31, 2024 to submit a project completion report and workplan budget.

Grant disbursement, when received will be recorded as a revenue for Sustainable Action Plan (Project ID # 7224005).

Should any of the 92 items be actioned, a future report will be prepared for Council approval inclusive of any funding requirements.

Consultations:

Community Energy Plan Administrator – Michelle Moxley-Peltier
Active Transportation Coordinator – Kathleen Quenneville
Manager Transit Planning – Jason Scott
Plan Examiner – Mirella Allison
Communications Officer – Jill Braido
Environmental Sustainability Coordinator – Barbara Lamoure
Asset Coordinator – Averil Parent
Planner III – Development Review – Jim Abbs
Executive Director, Engineering – Stacey McGuire
Development Engineer – Robert Perissinotti
Manager, Social and Affordable Housing – Diane Wilson
Naturalist and Outreach Coordinator – Karen Alexander
Biodiversity Coordinator – Chris Hart
Deputy City Planner – Development – Greg Atkinson
Financial Planning Administrator - Josie Gualtieri

Conclusion:

The SSSNAP was developed as a guiding document to shape potential future development in the Sandwich South area. This plan enables the City to evaluate actions within its control to support sustainable growth. Initiated as part of the FCM grant, the SSSNAP fulfills the final requirements of this grant, with the submission of this report to Council marking the completion needed for the reimbursement of project costs associated with it.

Supporting innovative practices that emphasize climate resilience will reflect the City's commitment to fostering vibrant, sustainable communities for the future.

Planning Act Matters:

N/A

Approvals:

Name	Title
Emilie Dunnigan	Manager, Development Revenue & Financial Administration
Matthew Johnson	Executive Director, Economic Development and Climate Change
Neil Robertson	City Planner
Jelena Payne	Commissioner, Economic Development
Lorie Gregg	On behalf of Commissioner, Finance & City Treasurer
Joe Mancina	Chief Administrative Officer

Notifications:

Name	Address	Email

Appendices:

Sandwich South: Sustainable Neighbourhood Action Plan Summary Report

Sandwich South

SNAP

Sustainable Neighbourhood Action Plan



Sandwich South: Sustainable Neighbourhood Action Plan – Summary Report

Final

October 25, 2024

1. Overview

The Sandwich South Sustainable Neighbourhood Action Plan (SNAP) is an ambitious community-driven initiative aimed at fostering sustainable urban development in the Sandwich South neighbourhood of Windsor. In response to Windsor's declaration of a Climate Change Emergency, City Council approved an application to the FCM Green Municipal Fund in September 2020 to develop a sustainable neighbourhood strategy for Sandwich South. The SNAP project, initiated in late 2022, provides a sustainability vision and clear potential actions to achieve sustainable development in Sandwich South.

The SNAP envisions Sandwich South as a sustainable and climate-oriented neighbourhood, focusing on connecting to the broader city with sustainable travel options, reduced carbon impacts of infrastructure and buildings, green economic activity, and protected and enhanced green spaces for biodiversity, community benefit, and climate adaptation. This SNAP aligns with Windsor's broader climate goals, emphasizing the long-term delivery of green infrastructure, renewable energy, sustainable transportation, and environmentally focused urban design.

The SNAP is organized around five key themes, each with specific goals and potential actions to support the vision.

1. **Natural Environment and Green Infrastructure:** Preserving ecosystems, enhancing biodiversity, and implementing sustainable, resilient water management practices.
2. **Green Jobs and Economy:** Creating and promoting sustainable, equitable economic development.
3. **Climate Leadership and Green Energy:** Developing net-zero energy strategies, reducing greenhouse gas emissions, and enhancing climate resilience.
4. **Sustainable Transportation and Mobility:** Prioritizing active transportation, enhancing transit services, and supporting sustainable vehicle use.
5. **Community Land Use and Design:** Creating a complete, connected, sustainable community with diverse housing options and engaging public spaces.

The SNAP's development involved extensive community engagement through in-person workshops, an online survey, and virtual discussions, ensuring that the community's ideas and aspirations were reflected in the final action plan. The expertise and feedback from community groups and stakeholders, the public, and City of Windsor staff has been crucial in shaping the SNAP.

Moving forward, the implementation of the SNAP will rely on policies and standards, incentive programs, key partnerships, education, and engagement forums. These are to be determined and considered by City Staff and Council, as appropriate, through future processes. Each of these tools will support the successful realization of the SNAP vision to create a sustainable, resilient, and inclusive neighbourhood that serves as a model for future developments.

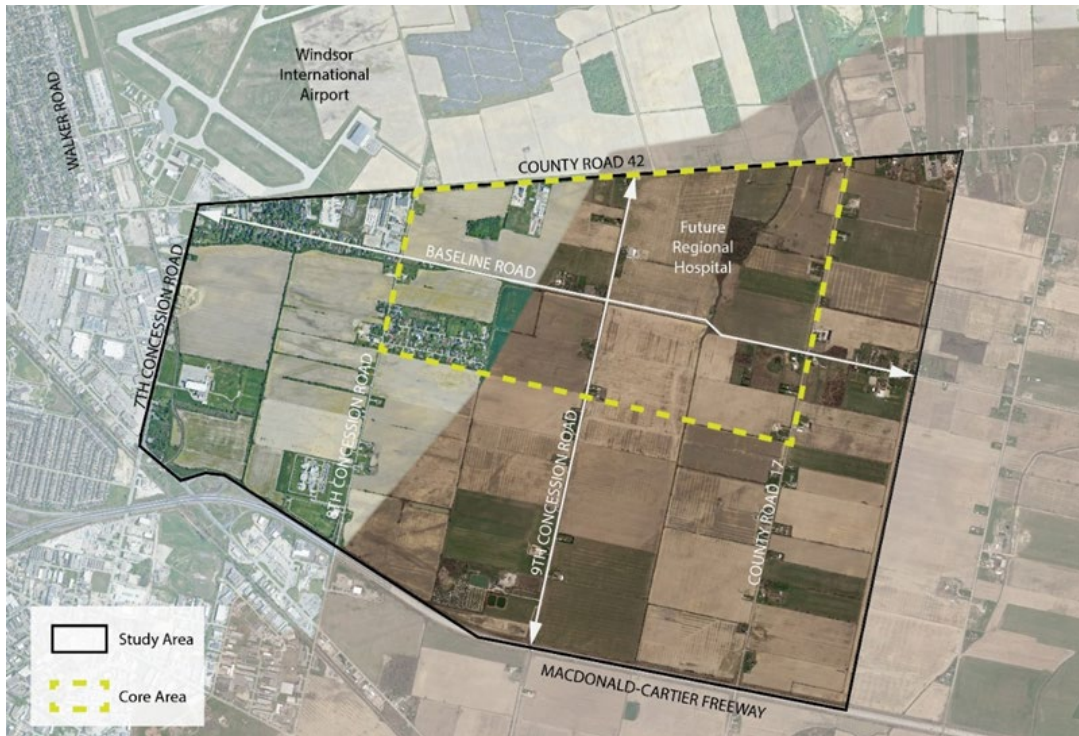


Figure 1: SNAP Study Area and Core Area

2. Process

The SNAP was developed through three distinct phases:

Phase 1: Establishing a Shared Understanding and Vision: This initial phase focused on creating a common vision and understanding among stakeholders. It involved focused community engagement to gather input and set the foundation for the neighbourhood’s sustainability goals.

Phase 2: Developing the Strategies for Local Success: During this phase, the project team worked closely with the community and City stakeholders to identify strategies to achieve the established vision. This included identifying specific opportunities and responsibilities to meet sustainability goals.

Phase 3: Co-creating the Path Forward: The final phase involved co-creating an action plan with community and stakeholder input, detailing the potential actions necessary to achieve the set goals. This phase also included finalizing the plan for approval by relevant authorities.

2.0 Engagement

The creation of the SNAP included a broad engagement process, providing many opportunities for community members and stakeholders to share their ideas and thoughts. Engagement events took place in all three phases of the SNAP’s creation and ranged from a City-wide virtual survey to in-person workshops and virtual discussions.

Throughout the duration of the SNAP process, there were a variety of engagement touchpoints including:

1. **Project Webpage and Survey:** The Sandwich South SNAP project webpage was published on the City's Let's Talk Windsor online engagement platform as a venue for sharing project details, timelines, background information, and opportunities to engage. An online Community Visioning Survey was posted on the project webpage, from July 2023 until July 2024, enabling Windsor residents to share their ideas and priorities for Sandwich South.
2. **Stakeholder Visioning Workshop:** An in-person workshop was facilitated by the project team on October 27, 2023. Over 35 subject matter experts participated in two interactive group exercises that captured feedback on the vision and goals for Sandwich South.
3. **Strategy Review Workshop:** Over 45 subject matter experts participated in a virtual workshop on April 16, 2024. The workshop included a presentation and break-out discussion groups to gain feedback on the draft goals and potential actions.

3. The Vision

The following sustainability Vision for Sandwich South was developed based on community and stakeholder input and is the basis for the SNAP Goals and Potential Actions:

When developed, Sandwich South will be the most sustainable and climate-oriented neighbourhood in Windsor. Its planning and development will provide a replicable model of sustainable community-building for the City and surrounding region. Sandwich South will be planned from the outset to:

- *Connect to the broader City with sustainable travel options that are safe and inviting;*
- *Have infrastructure and buildings that reduce carbon impacts and*
- *Leverage green spaces for biodiversity, community resilience, and climate mitigation and adaptation.*

The Sandwich South community and Windsor's green economy will be mutually supportive, creating meaningful connections between local innovators and industry employers, educational institutions, and the need for sustainable housing.

The sustainability values on which Sandwich South is planned and developed will attract existing and new Windsor residents, offering a full range of mobility options and opportunities to live, work and play, thereby instilling a lasting sense of pride and long-term commitment to the area.

Section 4 of the SNAP outlines what successfully achieving Sandwich South's vision for each of the five project Themes looks like.

4. Sustainable Neighbourhood Action Plan (SNAP)

The Sustainable Neighbourhood Action Plan (SNAP) organizes Goals and Potential Actions under the five key Themes, which were identified through a review of best practices and engagement with local stakeholders.

A Vision of what success looks like and the Challenges and Opportunities for getting there are identified for each Theme. These are followed by a series of Goals which set out the aspirational objectives for developing Sandwich South as a sustainable neighbourhood. A series of Potential Actions under each Goal describes the more detailed activities needed to achieve those aspirational objectives.

4.1 Theme #1 Natural Environment and Green Infrastructure

Enhancing and preserving the existing ecosystems and creating opportunities for the community to value and connect with nature are just some of the vital strategies to strengthen the overall natural environment in Sandwich South. Where possible, this Framework will address strategies to restore any loss of natural biodiversity or ecosystems.

Water is a significant factor when planning for a sustainable neighbourhood. Therefore, resilient landscaping and stormwater management are essential for planning for future climate changes, whether it be large amounts of rain or not enough rain. To further contribute towards a sustainable future in Sandwich South, this framework identifies strategies to not only reduce and divert waste from construction and demolition activities in the new buildings but also identifies strategies to track operational waste in existing facilities.

Theme #1 Goals	Number of Potential Actions
Goal 1.A. Preserve and protect the natural environment and biodiversity of Sandwich South.	4
Goal 1.B. Create a network of natural areas, open space and active trails that maintain, enhance, and protect the functionality of the natural environment and wildlife.	3
Goal 1.C. Create a community that promotes sustainable stormwater management.	3
Goal 1.D. Reduce overall water consumption.	2
Goal 1.E. Reduce operational waste and divert waste streams from disposal to recycling and reuse.	4
Goal 1.F. Prioritize waste diversion strategies for construction and demolition waste.	2

4.2 Theme #2 Green Jobs and Economy

Sustainable growth in Sandwich South will rely on the availability of sustainable products, market demand for sustainable practices and a talented workforce with training that aligns with sustainable best practices. Sandwich South’s growth may therefore support the expansion of the green technology sectors, sustainable and equitable job opportunities for workers, and links between industries and educational and training institutions if a demand is created within the market.

Theme #2 Goals	Number of Potential Actions
Goal 2.A. Leverage sustainable development in Sandwich South for broader community benefits and employment.	4
Goal 2.B. Encourage sustainable food sector activity to support local food access and food security.	3
Goal 2.C. Establish partnerships with the Regional Hospital and other local institutions to support innovation, talent development, attraction and retainment.	4
Goal 2.D. Establish a Green Technology Innovation Hub that supports and catalyzes the local green technology industry.	3
Goal 2.E. Promote the establishment and success of small-scale local businesses in Sandwich South.	2

4.3 Theme #3 Climate Leadership and Green Energy

Reducing greenhouse gas emissions, enhancing energy and climate resilience, and developing a net zero energy strategy are essential for creating a sustainable Sandwich South. The Climate Change and Green Energy Goals focus on key partnerships, performance targets, and strategic initiatives that establish a pathway to reducing emissions and strengthening the community's climate resilience. Through these efforts, Sandwich South will pave the way for a sustainable future, setting a benchmark for climate action and environmental responsibility in the region.

Theme #3 Goals	Number of Potential Actions
Goal 3.A. Develop a net zero ready community.	6
Goal 3.B. Reduce embodied carbon community-wide.	4
Goal 3.C. Integrate climate change adaptation and resilience measures into the development of buildings, infrastructure, and energy systems.	4

4.4 Theme #4 Sustainable Transportation and Mobility

Sustainable transportation and mobility will contribute significantly to a sustainable Sandwich South. The Sustainable Transportation and Mobility Goals and Potential Actions describe how people, departments and agencies involved with the design and delivery of roads, transit, walking/cycling networks, and new forms of mobility can help to support more sustainable modes of travel within and beyond Sandwich South.

Theme #4 Goals	Number of Potential Actions
Goal 4.A. Promote travel by more active modes.	4
Goal 4.B. Promote travel by more sustainable modes.	10
Goal 4.C. Encourage sustainable vehicle usage, where automobiles are appropriate.	4
Goal 2.D. Establish a Green Technology Innovation Hub that supports and catalyzes the local green technology industry.	3
Goal 2.E. Promote the establishment and success of small-scale local businesses in Sandwich South.	2

4.5 Theme #5 Community, Land Use, and Design

The Goals and Potential Actions under the Community, Land Use, and Design Theme address the broader aspects of complete community-building and sustainability that support everyday quality of life. The measures under this theme are focused on establishing the quality of urban design and mixed land uses and housing options for diversity at any stage of life.

Theme #5 Goals	Number of Potential Actions
Goal 5.A. Create a complete, connected community that attracts residents to Sandwich South and enables them to stay throughout the stages of their lives.	6
Goal 5.B. Engage communities in equitable and sustainable placemaking and place keeping.	5
Goal 5.C. Encourage private development to deliver a range of needed housing types, tenures, and affordability levels.	5
Goal 5.D. Develop financial tools and land strategies to enable public and non-profit delivery of affordable housing.	5
Goal 5.E. Design affordable housing to address energy poverty and avoid stigmatization.	6

5. Implementation

While the Vision for Sandwich South is ambitious, the SNAP seeks to provide clear and implementable Potential Actions that can be undertaken incrementally. The Potential Actions range from improved education and outreach to updating local policies to formalizing partnerships between the City, key industries, and institutions.

The SNAP identifies 92 Potential Actions to achieve the overall Vision, and the Goals under each of the 5 Project Themes. Some Potential Actions should have greater implementation focus than others, and not all tactics need to be undertaken all at once, or even in the near term. Of the 92 total SNAP Potential Actions, the SNAP identifies 47 Principle Actions which:

- Have the greatest potential impact on the related Goal; and
- Have the clearest path to implementation, in terms of responsibility, partnership opportunities, and enabling conditions; and/or,
- Were high priority items for people who participated in the project’s engagement process.

The detailed Sandwich South SNAP Framework provides tactics to consider for many of the SNAP Potential Actions. These considerations indicate that there are certain overarching implementation tools and strategies that will enable multiple Potential Actions across multiple SNAP Themes and Goals. These key implementation tools and strategies are:

- Making **policy adjustments**;
- Establishing **green development standards**;
- Providing **incentive programs**;
- Creating **partnerships**;
- Promoting **education**; and
- Establishing **engagement forums**.

Sandwich South

SNAP

Sustainable Neighbourhood Action Plan

