

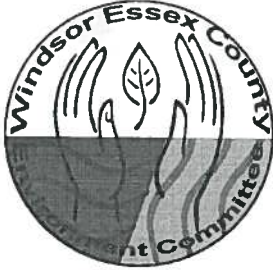


THE CITY OF WINDSOR

COUNCIL SERVICES DEPARTMENT

VALERIE CRITCHLEY
CITY CLERK

IN REPLY, PLEASE REFER
TO OUR FILE NO. _____



May 21, 2015

TO: ALL MEMBERS OF THE WINDSOR-ESSEX COUNTY ENVIRONMENT COMMITTEE

This is to advise that the next meeting of the Windsor and Essex County Environment Committee is scheduled as follows:

Thursday, May 28, 2015
5:30 o'clock p.m.
**Ojibway Nature Centre*
5200 Matchette Road

The attached agenda will be considered. Please notify the undersigned at 519-255-6222, ext. 6430, if you are unable to attend.

Yours very truly,

Karen Kadour
Committee Coordinator



AGENDA
WINDSOR-ESSEX COUNTY ENVIRONMENT COMMITTEE
held on May 28th, 2015
Meeting at 5:30p.m at the Ojibway Nature Centre

1. **CALL TO ORDER**

2. **ELECTION OF CHAIR AND VICE CHAIR**

3. **ADDITIONS TO THE AGENDA**

4. **DECLARATION OF CONFLICT**

5. **MINUTES**

Adoption of the minutes of the meeting held April 30th, 2015 – *emailed separately.*

6. **PRESENTATION**

Wadah Al-Yassiri, City of Windsor Project Administrator: Update on green features for the new city hall – *attached.*

7. **BUSINESS**

7.1 Terms of Reference and Mandate – *attached.*

7.2 WECEC priorities and subcommittee's for 2015 discussion.

8. **COORDINATORS REPORT**

WECEC Coordinator Monthly Report – *attached.*

9. **SUBCOMMITTEE REPORTS**

9.1 Air

10. **NEW BUSINESS**

11. **COMMUNICATIONS**

11.1 Notice of Central Box Environmental Assessment Public Information Centre – *attached.*

12. **DATE OF NEXT MEETING**

The date of the next meeting is June 25th 2015 at the Ojibway Nature Centre.

13. **ADJOURNMENT**

**THE CORPORATION OF THE CITY OF WINDSOR
OFFICE OF THE CITY ENGINEER- Engineering**

**MISSION STATEMENT:**

The City of Windsor, with the involvement of its citizens, will deliver effective and responsive municipal services, and will mobilize innovative community partnerships.

Author's Name: Wadah Al-Yassiri	Report Date: February 20, 2015
Author's Phone: 519-255-6100 ext. 6494	Date to Steering Committee: March 3, 2015
Author's E-mail: walyassiri@city.windsor.on.ca	

To: Steering Committee – New City Hall Project

Subject: New City Hall – Green Energy Features

1. RECOMMENDATION: City Wide: _____ Ward(s): _____

That the Steering Committee **APPROVE** the Green Energy Features (attached as Schedule A) for the New City Hall project.

EXECUTIVE SUMMARY: N/A

2. BACKGROUND:

On December 10, 2014, the Project Team conducted a "green energy" open house and was looking for public input on the energy efficiency plans for the New City Hall project. City Staff, together with architects from Moriyama & Teshima and Architectura Inc. ("Architects") and mechanical engineers from exp Services Inc. was on hand to answer questions, capture ideas, listen to concerns and provide feedback.

3. DISCUSSION:

The Architects are responsible to research and present "green energy" features that provide cost benefits and sustainability for the new facility. The direction was to find opportunities to enhance sustainability while maintaining the approved project budget.

As a result of the public consultation, detailed engineering analysis and administrative reviews with Facilities & Environmental divisions, the Architects and the Design Team developed the list of "green energy" features included as Schedule A for consideration in the New City Hall building. The list is grouped in two categories: Base Bid items and Provisional items. This will provide the opportunity to include provisional items should the costs fall within the allocated budget.

Further, the Design Team will further identify and pursue available government grants and utility incentives for energy-efficient "green" design features, and shall assist in the preparation of required documentation should these grants be targeted.

4. RISK ANALYSIS:

There are no risks identified.

5. FINANCIAL MATTERS:

The New City Hall project has an overall budget of \$34.75 million.

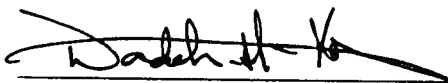
The majority of the "green energy" features will be included within the Base tender price and other potentially more costly items are recommended as Provisional. The Provisional items will provide the opportunity to include pending available funding.

6. CONSULTATIONS:

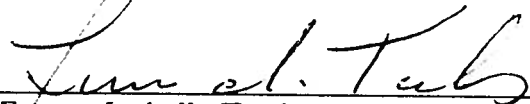
Members of the New City Hall Project Executive Committee
Tom Graziano, Senior Manager of Facilities
Dave Thompson, exp Services Inc.

7. CONCLUSION:

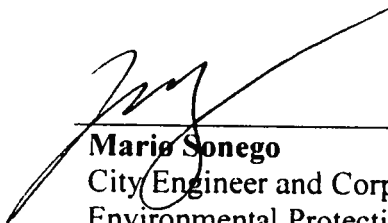
The Design Team recommends the attached "green energy" features as listed in Schedule A. Furthermore, the direction to separate these features into Base Bid items (included in the tender price) and offer other potentially more costly items as Provisional will provide the opportunity to select options, pending available funding. The tender award including pricing for the Provisional items will be brought to Council for final decision.



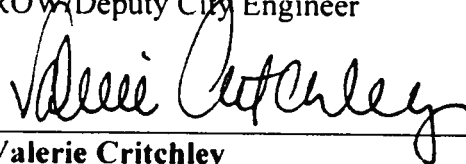
Wadah Al-Yassiri
Project Administrator



France Isabelle-Tunks
Senior Manager of Development, Projects &
ROW/Deputy City Engineer



Mario Sonego
City Engineer and Corporate Leader
Environmental Protection and Transportation
Co-Project Sponsor, New City Hall Project



Valerie Critchley
City Clerk/Licence Commissioner and
Corporate Leader Public Engagement and
Human Services
Co-Project Sponsor, New City Hall Project

APPENDICES:
Schedule A - Green Energy Features

DEPARTMENTS/OTHERS CONSULTED:
Name:
Phone #: 519 ext.

NOTIFICATION :

Name	Address	Email Address	Telephone	FAX

Schedule A

Green Energy Features

Items to be included in "Base Bid" within the tender:

1. High Performance Envelope (Higher than Building code specification Insulation Levels, Optimization of Glazing Areas & Window Specs)
2. Low Flow Water Fixtures
3. LED Lighting
4. Low VOC Materials
5. Recycled Content Materials (suggested rate is 10-20%)
6. Regional materials (suggested rate is 20-30%).
7. Construction Waste Management (suggested rate is 75%)
8. Storm water Management for Building (Flow control roof drains)
9. Bicycle Infrastructure (Exterior bike racks included as part of the Civic Square Plaza).
10. Sustainable Landscaping (Native and adaptive plants within site limits, high efficiency irrigation if there is any etc.)
11. District Energy (Heating and Cooling)
12. High Performance M&E (Various features including demand control ventilation, VFD for fans/pumps, full DDC control of AHU and VAV boxes)

Items to be included as "Provisional" within the tender:

13. Daylighting (Daylighting Controls for shading devices and level of lighting levels)
14. Green Roof or White roof as an alternative
15. FSC, Low VOC and No Urea formaldehyde added furniture systems

DRAFT – April 30, 2015

Windsor Essex County Environment Committee (WECEC) – Terms of Reference and Mandate

Introduction/Preface

The purpose of the WECEC is to provide advice on environmental issues to the City of Windsor, County of Essex and its area municipalities.

Mandate

- WECEC was established as a volunteer advisory committee through resolutions of Windsor City Council and the County of Essex within the meaning of the Municipal Act, 2001, S.O. 2005, c.25 (the 'Act')
- WECEC receives referrals to address specific environmental concerns from the City of Windsor, County of Essex and its area municipalities, as well as,
- WECEC is proactive and will advise on matters identified through its own initiative.

Review:

The Terms of Reference will be reviewed on an annual basis as part of the establishment of the annual work plan. Any changes will be put forward as recommendations to City and County Council for approval.

Composition/Membership

WECEC will be comprised of eleven (11) members of which two (2) members will be from County Council and two (2) members will be from City Council.

The following is a list of the current Windsor Essex County Environment Committee:

- Councillor Fred Francis, Windsor City Council
- Councillor Bill Marra, Windsor City Council
- Gary McNamara, Mayor, Town of Tecumseh
- Joe Bachetti, Deputy Mayor, Town of Tecumseh
- Derek Coronado
- Jesse Gardner Costa
- Debby Grant
- Mike Nelson
- Joe Passa
- Edwin Tam
- Radwan Tamr

Duties and Responsibilities

The scope of WECEC will include activities of primary responsibility for which an annual work plan will be developed, such as:

- developing policies for consideration by the City and County regarding ongoing environmental concerns,
- develop responses related to Federal and Provincial actions in public and private undertakings affecting the ecosystem to be forward to City and County Councils,
- identify and examine issues and new alternatives of an ecological nature that may affect the natural environment of the region and to advise City and County Councils on such matters,
- review and provide advice regarding the environmental implications of studies, plans, proposals and other documents as may be referred to the Committee,
- to advise on and recommend studies that could assist in increasing awareness of environmental concerns; solutions to environmental problems and/or enhance environmental conditions in the region,
- report annually on the state of the regional environment, and provide the report to City and County Council,
- liaise with other organizations, committees, and agencies with similar interest in protecting and preserving the natural environment of Windsor and the County of Essex,
- coordinate partnership funding by collecting funds from organizations, committees and agencies to further collaborative environment projects for Windsor and Essex County,
- participate in other committees where WECEC is required or suggested by the City of Windsor and County of Essex and its area municipalities, and,
- conduct an annual performance evaluation of the WECEC Coordinator

The scope of WECEC may include activities of secondary responsibility that will be conducted in partnership with other organizations, committees and agencies, such as:

- identify and implement community outreach activities which support the growth of environmental awareness and appreciation,
- provide advice on regional environmental resources,
- provide advice on regional environmental data.

Appointment and Term

In Accordance with Section 22.2 of the Procedure By-Law 98-2011, Appointment of members to Committees may be for any duration up to and including the full term of the Council, or until their successors are appointed.

Agenda and Minutes

In accordance with the City Of Windsor's Procedure By-Law 98-2011, the Committee Chair will review, identify, and prepare agenda items and priorities prior to each meeting. Though the Committee Chair is responsible for conducting meetings and providing direction, they are to ensure a fair and open discussion of agenda items, enabling members to suggest items for the agenda.

Minutes shall be taken of all Committee meetings by a designate of the City Clerk who shall subsequently distribute them as soon as possible to all Committee members.

All matters related to recording and distributing the Minutes shall comply with the City of Windsor Policies governing the recording and distribution of the Minutes of a Committee of City Council.

Rules of Order/Operations of the Committee

Elections and meetings will be conducted in accordance with Bourinot's Rules of Order and the City of Windsor's Procedural By-Law 98-2011.

- In camera discussions will only be held in strict compliance with procedural by-laws.
- WECEC will see to achieve consensus on decisions. Recommendations are "carried" if supported by a majority. Only resolutions as they appear in the adopted minutes may be considered as officially representing the position of WECEC.
- WECEC will advise respective staff of the City of Windsor and County of Essex by resolution on matters that were referred to them.

Reporting Structure/Frequency of Meetings

The Windsor Essex County Environment Committee (WECEC) reports to the Environment, Transportation & Public Safety Standing Committee.

Meetings will be held monthly and are open to the public. Additional meetings can be called by the Chair.

Resources to the Committee

- The Committee will have an annual budget comprised of contributions from the City of Windsor and the County of Essex.
- Administrative Support will be assigned through the City of Windsor, Council Services.

Remuneration

Advisory Committee members receive no compensation for their service on the City's Advisory Committees.

Quorum

The Quorum of the Windsor Essex County Environment Committee is 6 members.



– APRIL 2015 –

ONGOING INITIATIVES

1. Green Speaker Series

Please consider ideas for WECEC's Green Speaker Series.

2. Reports to Council

None pending at this time.

3. Environmental Committees

A search of related environmental committees from various municipalities in Windsor Essex County found the following:

LaSalle

The town of LaSalle has Planning, Parks and Recreation, as well as Water and Wastewater committees that may have similar interests to WECEC.

Amherstburg

The town of Amherstburg has a Parks Advisory Committee that may have similar interests to WECEC. Their Mandate and Roles are as follows:

Mandate: The Parks Advisory committee is recognized as the legitimate vehicle for coordinating and conveying Community concerns to the Department and Council. The Committee plays an important role by enabling the Community to participate more directly in the decision-making process.

Role of Committee: In order to effectively serve both Council and the Community, the Amherstburg Parks Advisory Committee will:

- 1) Advise Departmental Staff and Council on matters related to Parks programs, services and facilities.
- 2) Promote and recognize equal opportunities for all.
- 3) Support/Encourage/Facilitate Community partnerships.
- 4) Identify the trends and needs of Parks facilities in the Community.

Essex

The town of Essex does not have a related committee.

Kingsville

The town of Kingsville has a Planning Advisory Committee and a Parks, Recreation and Arts and Culture Committee that may have similar interests to WECEC.

Leamington

The town of Leamington does not have a related committee.

Lakeshore

The town of Lakeshore has a Source Water Protection Committee that may have similar interests to WECEC.

Tecumseh

The town of Tecumseh does not have a related committee.

Windsor

The City of Windsor has a Windsor Bicycling Committee with the following mandate: The purpose of the Committee is to enhance the safety and viability of bicycling in the City of Windsor. It acts as an advocate for the growth of bicycling as a form of recreation and transportation that is affordable, energy efficient, non-polluting, quiet, and promotes fitness. The committee acts as an effective advisor to Council and City departments on matters relating to bicycling in Windsor.

WECEC BUDGET – SUMMARY

2015 Budget			
Expense	Credit	Expenditure	Status
2015 Budget	\$8,000.00		
Website domain renewal		\$28.67	Committed
Website hosting fee		\$427.10	Committed
Pat on the Back		\$2,500.00	Committed
Green Speaker -		\$1,000.00	Committed
Green Speaker -		\$1,000.00	Committed
Green Speaker -		\$1,000.00	Committed
Promotional Materials Education and Outreach			
Totals	\$8,000.00	\$5,955.77	
ESTIMATED TOTAL REMAINING	\$2,044.23		



**NOTICE OF PUBLIC INFORMATION CENTRE (PIC) NO. 1 & WORKSHOP
CITY OF WINDSOR CLASS ENVIRONMENTAL ASSESSMENT
COUNCIL SERVICES CENTRAL BOX STUDY AREA**

APR 24 2015

THE STUDY

Stantec Consulting Ltd. has been retained by the City of Windsor to complete a Municipal Class Environmental Assessment (Class EA) to recommend short and long-term transportation network improvements within the Central Box Study Area. The Class EA is intended to identify transportation network improvements while considering established land uses, traffic operations over a 20 – year period, pedestrian and bikeway connections and consider related impacts to the existing infrastructure and utilities. The study area is generally bounded by Eugenie Street (north), Howard Avenue (east), West Grand/South Cameron Boulevard (south) and Dominion Boulevard (west), as shown on the key plan.

RECEIVED

THE PROCESS

The Class EA is being undertaken in accordance with the planning and design process for 'Schedule C' projects outlined in the Municipal Class Environmental Assessment (June 2000, as amended in 2007 and 2011) under the Ontario Environmental Assessment Act.

PUBLIC CONSULTATION

Public consultation is a key part of the environmental assessment process. We encourage everyone who has an interest in this project to provide input.

Two Public Information Centres (PIC) and two Community Workshops will be hosted to present and discuss the need and justification for improvements, existing study area conditions, and assessment of alternative solutions and design concepts produced to date. **Registration for the Workshop is required.** To register, please contact one of the project Team Members listed below, by May 4, 2015.

STUDY AREA



Public information Centre #1:	Community Workshop #1:
Date: Wednesday, May 6, 2015	Date: Thursday, May 7, 2015
Location: Columbus Centre of South Windsor 2401 Columbus Drive (off of Northwood Street west of South Cameron Boulevard)	Location: Columbus Centre of South Windsor 2401 Columbus Drive (off of Northwood Street west of South Cameron Boulevard)
Open House (PIC) Time: 4 P.M. – 8 P.M.	Workshop Times: Traffic Operations & Issues: 9 A.M., 10 A.M., 11 A.M. Active Transportation/Bicycling: 9 A.M., 10 A.M., 11 A.M. Civic Ways: 9 A.M., 10 A.M., 11 A.M.

Upon completion of the study, an Environmental Study Report (ESR) will be prepared and made available for a 30 day public review period. Notices will be placed in local newspapers to notify the public of opportunities for public input.

During this time, we are requesting your comments regarding the existing transportation conditions and related infrastructure in the study area. To be added to the mailing list, to obtain comment sheets, or to obtain further information including meeting materials, please visit <http://www.WindsorEAs.ca> or contact one of the individuals identified below:

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Windsor ON N8X 1L9
Tel.: 519-966-2250
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michael.mastronardi@stantec.com

Mr. Andrew Dowie, P.Eng.
Policy Analyst
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adowie@city.windsor.on.ca

Ms. Corri Marr
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Tel.: 519-645-2007
E-mail:
corri.marr@stantec.com

Under the *Municipal Freedom of Information and Protection of Privacy Act* and the *Ontario Environmental Assessment Act*, unless otherwise stated in the submission, with the exception of personal information, all comments will become part of the public record.

11.1